

50% recycled content



**Wolverhampton** City Council in Partnership with **Enterprise**

*Please send your completed forms to:*

**City Direct**  
Wolverhampton City Council  
4th Floor, Mander House  
Wolverhampton  
WV1 3NF

Telephone: 01902 551155  
Fax: 01902 551195  
Website: [www.wolverhampton.gov.uk/recycling](http://www.wolverhampton.gov.uk/recycling)

This leaflet is available in large print or braille on request telephone 01902 551155

**recycle**  
for Wolverhampton

Contact City Direct 01902 551155  
[www.wolverhampton.gov.uk/recycling](http://www.wolverhampton.gov.uk/recycling)

This leaflet is printed on recycled paper which can be recycled with your newspapers and magazines

## HWRC locations & opening times

### Opening Hours

|                                     |              |           |
|-------------------------------------|--------------|-----------|
| <b>Summer</b><br>1 April to 30 Sept | 8am - 8pm    | Week days |
|                                     | 8am - 4.30pm | Weekends  |
| <b>Winter</b><br>1 Oct to 31 March  | 8am - 6pm    | Week days |
|                                     | 8am - 4.30pm | Weekends  |

### Locations



|  |  |
|--|--|
| <b>Anchor Lane</b><br>Anchor Lane<br>Lanesfield<br>Wolverhampton<br>WV14 9NE | <b>Shaw Road</b><br>Shaw Road<br>Bushbury<br>Wolverhampton<br>WV10 9LG |
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### Notes

- Permits are required for all vans, cars with trailers or commercial type vehicles. These will not be allowed to enter the site if they do not have a permit.
- You must contact City Direct on 01902 551155 24 hrs in advance of the date you plan to visit the site. You must also confirm what waste you will be disposing off.
- Each site is limited to accepting 20 vehicles with permits each day. Therefore, there may be a possibility that you are refused entry on your requested day.
- Permits will only be issued to residents of the city of Wolverhampton.
- Under no circumstances does the permit allow for trade waste to be deposited.
- Permits are only valid for the named vehicle and household. Permits must not be used for other vehicles in any circumstances. Should any of this information change the council should be informed immediately and amended permits will be issued.
- A maximum of 12 permits will be issued per year per vehicle. Should you require more permits a request must be made to the waste and recycling services department who will investigate this request. You will need to re-apply for permits on a yearly basis.
- Permits that are not used should be returned to the council.
- Wolverhampton City council reserves the right to cancel permits. If such a situation arises a week's written notice will be given.

# Recycle

form inside!

## Household Waste & Recycling Centres entry permit application form



*The scheme applies to anyone who uses:*

- A van, a car with a trailer or any commercial type vehicles.

**recycle**  
for Wolverhampton

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## Who does the scheme apply to?

The scheme applies to anyone who uses:

- A van,
- car with a trailer; and
- commercial type vehicles.

This includes registered charities. All types of cars are free to use the sites to dispose of waste without having to apply for a permit. When entering the sites please make sure that the waste is separated and placed in the recycling containers provided.

### The Scheme

Any resident of Wolverhampton who wishes to use a van, car with trailer or commercial type vehicle to transport waste must apply for a permit. However vans or commercial type vehicles over 1.83 metres high are not allowed entry into Anchor Lane. Any resident who uses a van, car with a trailer, or commercial type vehicle will be refused entry into either site if they do not possess a valid permit.

These permits are FREE and will be issued in batches of twelve by the waste and recycling department. The permits are valid for a year only.

Applications can only be made by the registered owner of the vehicle. No-one else, trader or otherwise can apply for a permit on your behalf.

Each permit will list the users name, vehicle type, colour, registration and expiry date. After receiving these permits the user must contact waste and environmental services on 01902 551155 and inform them 24 hours in advance of the site they plan to visit, the date of their visit, the type of waste they will be disposing of and permit number to be used.

**Please remember that possession of this permit does not entitle the holder to tip trade waste. If it is suspected that you are attempting to tip trade waste you will be reported to the Waste and Environmental Services Department who will make further investigations which could lead to retraction of permits.**

## Where can I dispose of trade waste?

Should you wish to dispose of trade waste Wolverhampton City Council, in partnership with Enterprise, offers a trade waste collection service. For further information please telephone City Direct or 01902 551155 and ask to speak to a member of the trade waste team.

### How do I get a permit?

If you require permits, simply read this application form and complete the attached slip. You then need to fax or send it to the address overleaf. Permits will be posted to you. Please allow 10 working days from receipt for delivery.

### I run a registered charity must I still apply for a permit?

All registered charities using vans, cars with trailers or commercial type vehicles must apply for a permit. Charities are entitled to up to 36 permits a year.

## Do I need to apply for a permit if I am hiring a vehicle?

If you are hiring a vehicle and know the make, model and registration number of the vehicle in advance, then you should complete this application form. However, if you do not know the registration of the hired vehicle in advance, you must still telephone 01902 551155 24 hours in advance of your intended visit and inform the call centre that you will be using a hired vehicle. When you arrive at the site to tip your waste, you must bring with you the documentation to prove that you have hired the vehicle. The operatives on site will be aware of your visit and will issue you with a maximum of 6 temporary permits for that vehicle which will be valid for 14 days.

### What if I run out of permits?

If you use all twelve permits within a year you are entitled to apply for additional permits. However these will only be granted if approved by the Waste and Recycling Services.



Contact City Direct 01902 551155  
[www.wolverhampton.gov.uk/recycling](http://www.wolverhampton.gov.uk/recycling)

## Entry Permit Application Form



### Details of Registered Owner:

Forename: \_\_\_\_\_

Surname: \_\_\_\_\_

Address: \_\_\_\_\_

Postcode: \_\_\_\_\_ Tel No: \_\_\_\_\_

### Type of Vehicle:

Commercial

Trailer

Van



### Vehicle/towing vehicle details:

Make: \_\_\_\_\_ Model: \_\_\_\_\_

Colour: \_\_\_\_\_ Logos: \_\_\_\_\_

Registration No: \_\_\_\_\_

I hereby apply for a permit to tip or recycle household waste at Shaw Road/Anchor Lane in the above detailed vehicle. In doing so, I have read and understood the attached literature, and understand that it is an offence to deposit trade waste at Household Waste and Recycling Centres.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_