



Tumbarumba Office: Bridge St (PO Box 61), Tumbarumba NSW 2653
 Tumut Office: 76 Capper St, Tumut NSW 2720
info@svc.nsw.gov.au | www.svc.nsw.gov.au | Ph: 1300 ASK SVC (1300 275 782)

Liquid Trade Waste Application Form Retail Food Outlet

This application form is for businesses that wish to discharge liquid trade waste to the wastewater system. Please include all details as requested. When completed, please lodge this form with the Council, along with attachments.

Please note that charges are applicable to this application.

APPLICANT DETAILS					
Applicant Name:				Date:	
Postal Address:					
Email Address:					
Phone No:					
Preferred option for bill delivery:	<input type="checkbox"/> Post <input type="checkbox"/> Email				
Development Application No: <i>(if applicable)</i>					
Applicant's Signature:					
PROPERTY DETAILS					
Property Address:					
Assessment Number: <i>(or Lot / Section / DP)</i>					
Property Owner Name: <i>(if different from applicant details)</i>					
Property Owner Address: <i>(if different from applicant details)</i>					
Property Owner Phone No: <i>(if different from applicant details)</i>					
OCCUPIERS DETAILS					
Occupiers Name:					
Business/Company Name:					
Postal Address:					
Email Address:					
Phone No:					
Normal Hours of Operation:	Monday to Friday		to		
	Saturday		to		
	Sunday		to		
Type of Business:					
Maximum Flowrate of Discharge to Wastewater System: <i>(kL/h or L/s)</i>					
Maximum Daily Discharge to Wastewater System (kL):					



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SITE DETAILS:	
Water Meter No:	
Details of Backflow Prevention Device:	
Details of Existing/Proposed Liquid Trade waste Pre-Treatment equipment: (grease arrestor, basket arrestor, cooling pit, etc)	
Type:	
Size / Flow Rate:	
Proposed cleaning schedule of pre-treatment equipment and name of contractors used:	
Location of the Sampling Point:	
SITE PLANS:	
(application to be accompanied by two copies of plans showing the following)	
<ul style="list-style-type: none"> • Details and location of all processes, tanks, pits and apparatus associated with the generation of commercial waste • Details, location, capacity/dimensions, material of construction and lining of the proposed pre-treatment facilities • Details of pipes and floor drainage conveying the effluent • Stormwater drainage plan 	
Substances PROHIBITED From Being Discharged Into The Wastewater System:	
<ul style="list-style-type: none"> • organochlorine weedicides, fungicides, pesticides, herbicides and substances of a similar nature and/or wastes arising from the preparation of these substances • organophosphorus pesticides and/or waste arising from the preparation of these substances • Per- and poly-fluoroalkyl substances (PFAS) • Disposable products including wet wipes, cleaning wipes, colostomy bags, cat litter and other products marketed as flushable • any substances liable to produce noxious or poisonous vapours in the wastewater system • organic solvents and mineral oil • any flammable or explosive substance • Discharges from chemicals and/or oil storage areas and 'Bulk Fuel Depots' • chromate from cooling towers • natural or synthetic resins, plastic monomers, synthetic adhesives, rubber and plastic emulsions • roof, rain, surface, seepage or ground water, unless specifically permitted (clause 137A of the <i>Local Government (General) Regulation 2005</i>) • solid matter • any substance assessed as not suitable to be discharged into the wastewater system • waste that contains pollutants at concentrations which inhibit the wastewater treatment process – refer <i>Australian Sewage Quality Management Guidelines, June 2012, WSAA</i> • any other substances listed in a relevant regulation. 	



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Stand-alone Commercial Retail Food Preparation Business Application Attachment Sheet

Please fill out this attachment sheet if your business is involved in commercial food preparation activities that discharge liquid trade waste to the wastewater system. In the table below, tick the 'name of process' that best describes what your business does, and write the number of seats or beds your business has (if any). In addition, please indicate if your premises contains the following:

Tick	Name of process	No. of seats or beds
	Doughnut shop	
	Fish shop – fresh (retail) no cooking on site	NIL
	Fish shop – cooking on site	
	Food caravan	NIL
	Fruit and vegetable market (retail)	NIL
	Function centre	
	Garbage bin cleaning – within commercial premises, ie. hotel/restaurant	NIL
	Hostel	
	Hotel bistro	
	Hotel restaurant	
	Hotel snack bar	
	Hot bread shop	
	Ice cream parlour	
	Ice cream parlour with hot food take-away	
	Juice bar	
	Loading dock – fruit and vegetable	NIL
	Mixed business (minimal hot food)	
	Motel kitchen/restaurant	
	Nightclub	
	Nursing home kitchen	
	Patisserie – croissants and muffins	
	Pie shop (with or without pastry)	
	Pizza home delivery/take-away only	NIL
	Pizza cooking/reheating (no preparation or washing up on site, pizza heated in retail container and sold for consumption off site).	
	Pizzeria	
	Pizza restaurant	
	Restaurant	
	Salad bar – no cooking	
	Salad bar – cooking	
	Sandwich bar/coffee lounge – no cooking	
	Sandwich bar/coffee lounge – cooking	
	Seafoods – no hot food cooking	
	Seafoods – hot food cooking	
	Supermarket – incorporating butcher	NIL
	Take-away – fish and chips, BBQ chicken, hamburgers	
	Take-away – no hot food	
	potato peeling appliance/s – number of appliances _____	
	dishwasher/s – number of appliances _____	



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Tick	Name of process	No. of seats or beds
	Bakery (only bread baked on site)	NIL
	Bakery (pies, sausage rolls, quiches, cakes cooked on premises)	
	Bakery (imported pies and sausage rolls)	
	Bakery (with coffee shop – eat in)	
	Bistro (no hot food cooked – sandwiches (coffee) only)	
	Bistro (hot food cooked and served)	
	Boarding house/hostel kitchen	
	Butcher – retail	NIL
	Café	
	Cafeteria	
	Canteen	
	Caterer	
	Club	
	Coffee shop/sandwich shop – no hot food cooked or served	
	Coffee shop – hot food cooked or served	
	Commercial kitchen/caterer	
	Community hall kitchen – tea and coffee only	
	Community hall kitchen – hot food cooked and served	
	Chicken – BBQ/charcoal	
	Chicken – retail fresh outlet with cutting and preparation of meat	
	Day care centre	NIL
	Delicatessen – no meat cooked on site – no hot food prepared or served	
	Delicatessen – hot food prepared or served	



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OWNER/S AUTHORISATION:

The applicant should be aware that approval of this application does not constitute a guarantee of any future approval of a variation to the approval. This will be dependent on the available capacity of the wastewater system at that time and any future approval must not be assumed.

However, alerting the Council to the applicant's future plans and proposals may assist the Council in planning future wastewater management and/or infrastructure additions/modifications.

Supporting documentation:		Included
Please attach any relevant supporting documentation e.g.	Environmental Impact Statement	Yes / No
	Consultant's report	Yes / No
	DECC considerations/restrictions	Yes / No
	Other:	Yes / No

Signature of Occupier/Applicant: _____ Date: _____

Position in Company: _____ Date: _____

Signature of owner(s): _____ Date: _____

Signature of owner(s): _____ Date: _____

(Owners authorisation to making the application is mandatory as per Section 78, of the Local Government Act 1993)

Please note that the owner of the property will be billed for water supply, wastewater and liquid trade waste services provided and it is the owner's responsibility to pay such fees and charges within the period specified. The owner may arrange to recover such fees and charges through the lease arrangement between the owner and the occupier.

PAYMENT DETAILS (Office Use Only)

Application Date Received				
Site Visit Conducted:				
Application Result:	Approved / Refused			
LTW Classification:	A	B	S	C
Charging Category	1	2	2S	3
Issue of Approval:				
Approval No:				
Commencement of Discharge:		Officer in Charge:		
Wastewater Treatment Plant (WWTP) Details:				
WWTP Name:	Actual Capacity (EP):		Design Capacity (EP):	
Application Fee:				
Receipt Number:				

PRIVACY STATEMENT

Snowy Valleys Council (council) is collecting your personal information solely for the purpose of administering this application. Council will take all reasonable and appropriate steps to protect the privacy of individuals having regard to the requirements of the *Privacy and Personal Information Protection Act 1998* and the *Government Information (Public Access) Act 2009*. Council will not disclose your personal information to any person or body if it is not directly related to the purpose for which the information was collected. Questions concerning privacy or the use of your personal information may be referred to Council's Public Officer.