

## Section 1

1(a) Are you applying as: *(Please tick)*

An individual?       A company?       A partnership?

1(b) Please state your trading or company name:

1(c) Is this application a renewal? *(Please tick)*

Yes       No  If 'Yes' please provide your existing licence number:

## Section 2

NB – A site licence will permit the licensee to operate from those sites as a scrap metal dealer, including transporting scrap metal to and from those sites from any local authority area.

2(a) Your personal details

Title: *(Please tick)*      Mr       Mrs       Miss       Ms       Other: *(Please state)*

Surname:

Forenames:

I am 18 years old or over. *(Please tick)*      Yes       No       Date of Birth:

Address *(We will use this address to correspond with you unless you complete the separate correspondence box on page 2.)*

House name or number:

First line of address:

Town/City:

Postcode:

## Section 2 continued

Contact numbers:

Daytime:

Evening:

Mobile:

Email address:

Correspondence address *(If different)*

House name or number:

First line of address:

Town/City:

Postcode:

**2(b) If you are applying as a partnership, please provide the following details for the second partner:**

Full name:

Date of birth:

Residential address:

**2(c) If you are applying as a company, please provide:**

Company name:

Registration number:

Address of the  
registered office:

**2(d) Please list the full address of each site you intend to carry out business as a scrap metal dealer:**

House name or number:

First line of address:

Town/City:

Postcode:

House name or number:

First line of address:

Town/City:

Postcode:

**2(e) Site manager details (if different from the applicant):**

[NB - it is important to list details of any director or company secretary alongside the site manager. This information must be recorded.]

Site 1 manager name:

House name or number:

First line of address:

Town/City:

Postcode:

Date of Birth:

Site 2 manager name:

House name or number:

First line of address:

Town/City:

Postcode:

Date of Birth:

*If you have more than two sites, please continue on a separate sheet.*

**2(f) Please provide details of any relevant environmental permit, exemption or registration in relation to the applicant:**

**2(g) Please provide your waste carrier's registration number issued by the Environment Agency:**

**2(h) Will you be collecting scrap metal? (Please tick)**    Yes     No

If 'Yes', we will need to provide you with licences to go in your vehicles, please let us know how many vehicle licences you require:

*You may request more vehicle licences at a later date.*

## Section 3 - Payment

3(a) How do you wish to make payment for your scrap metal dealer's licence? *(Please tick)*

Cheque: *(Please make payable to East Lindsey District Council.)*.....

Cash: *(Please do not put cash in the post.)*.....

3(b) Please provide details of the bank account that will receive payment from suppliers?

Bank account number:  Sort- code:  -  -

*If you wish to pay by cash please note that the only facility for cash payments is at the Council's offices at Tedder Hall, Manby. Any cash payments must be made in person and be of the correct amount - there are limited change facilities.*

## Section 4 - Criminal Convictions

4(a) Have you or any listed site manager(s) in this application ever been convicted of a relevant offence or been the subject of any relevant enforcement action? *(Please see Home Office guidance for a list of relevant offences.)*

Yes  No  If 'Yes' please provide details

4(b) Have you attached your DBS Certificate/s?

*(Please note- this must be obtained by the applicant and any relevant site manager and attached to the application; without it you may experience delays in issuing a SMD licence. The certificate/s provided must have been completed within a month of this application.)*

Yes  No

## Section 5 - Declaration

The information contained in this form is true and accurate to the best of my knowledge and belief. I understand that if I make a material statement knowing it to be false, or if I recklessly make a material statement which is false, I will be committing an offence under Schedule 1, Paragraph 5 of the Scrap Metal Dealers Act 2013, for which I may be prosecuted, and if convicted, fined.

I understand that the local authority to whom I make my application may consult other agencies about my suitability to be licensed as a scrap metal dealer, as per section 3(7) of the Scrap Metal Dealers Act 2013, and that those other agencies may include other local authorities, the Environment Agency, the Natural Resources Body for Wales, and the police. I understand that the purpose of the sharing of this data is to form a full assessment of my suitability to be licensed as a scrap metal dealer. I also understand that the sharing of information about me may extend to sensitive personal data, such as data about any previous criminal offences, and I hereby expressly consent to this processing of my data.

Signed:

Date:

Your information will be processed in accordance with the law, in particular the Data Protection Act 1998