



ABN: 94 007 404 851
 PO Box 1158 Warrnambool Vic 3280
 Tel: 1300 926 666 [1300 WANNON]

Email: info@wannonwater.com.au

Office locations
 66 Gray Street, Hamilton
 15 Townsend Street, Portland
 25 Gateway Road, Warrnambool
 Web: www.wannonwater.com.au

APPLICATION TO DISCHARGE TRADE WASTE – PRE-TREATMENT EQUIPMENT REQUIRED

Under the *Water Act 1989*, you must not discharge trade waste into the sewerage system unless you have entered into a Trade Waste Agreement with Wannon Water which authorises the discharge.

If approved, the details set out in this Application (including alterations inserted by Wannon Water) and the future “approval to discharge trade waste letter” to be forwarded by Wannon Water will form your Trade Waste Agreement with Wannon Water. The information you provide in this Application must therefore be accurate.

Please contact Wannon Water’s Trade Waste Officer and/or your plumber if you require assistance in completing this Application. A Trade Waste Application fee applies which will be invoiced with the approval letter.

Application Detail:

1. Premises from which discharge of trade waste is proposed:

Street Address:

Town/Locality: Postcode:

2. Details of Premises’ owner:

Name: Phone:

Business/Trading Name:

Postal Address:

Town/Locality: Postcode:

ABN:

3. Details of Premises’ occupier:

Is the Premises’ occupier the same as the Premises’ owner?

Yes

No, please complete details of Premises’ occupier below.

Name: Phone:

Business/Trading Name:

Postal Address:

Town/Locality: Postcode:

ABN:

4. Person responsible for trade waste management at the Premises:

Name: Position:

Phone: Mobile Phone:

Facsimile: E-mail Address:

5. Reason for this application:

New discharge (*please estimate commencement date*)/...../.....

Change in Owner / Occupier of Premises (*state changeover date*)/...../.....

New agreement due to change in trade waste being discharged

6. Tick the boxes that best describe the business carried out at the Premises:

Food Outlet

Please specify type (eg fish & chip shop, butcher, bakery)

.....

Café/Restaurant

Number of seats:

Estimated number of meals per week:

Hotel/Motel

Number of rooms/ units:

Is there an attached dining room/restaurant?

Yes

Number of seats:

Number of meals per week:

No

Fuel/Service Station

Hospital/Surgery

Mechanical Workshop

Club with hot food preparation

Car/Truck Wash or Washdown Bay

Vet/Animal Shelter

Laundry/Dry Cleaners

Reception Centre

Tannery

Nursing Home

Other (please specify type eg electroplaters, school, laboratory, recycling centre, saleyards, retirement village, truck depot)

.....

State On-site Trade Waste Function(s)

Hot food Cooking / Preparation

Fish or Meat Processing

Mechanical Repairs or Detailing

Automated Car Wash

Surgery

Commercial Laundry

Other (please specify type eg Hide Processer, Abattoir, Rendering Plant, Washdown Bay, Dentist, Mortuary)

.....

7. Please list the fixtures on the Premises that are, or are to be, connected to the sewer and the number of each type:

Fixture Connected to Sewer	Number of Fixtures
Single Bowl Sink (standard bowl)	
Double Bowl Sink (standard bowl)	
Pot Sink (deep bowl)	
Rooms with Floor Wastes	
Bain Marie	
Garbage/Bin Wash Area	
Cleaner's Sink	
Dishwasher – Domestic/ Commercial/ Tunnel	
Other (eg. Insinkerator, Wok Cooking Table)	

8. For existing current use Premises, is there existing pre-treatment equipment installed and operating at the Premises?

Yes

Please specify type of device and capacity:
(eg. grease trap, settling tank, 600 litres)

No

Note: This information may be available from your maintenance contractor

9. If you intend to install pre-treatment equipment (for new or change in use of a Premises) please specify:

The type of equipment and its capacity:

.....

Name and contact number of plumber who will install:

Name: Phone:

Note: If you are unsure whether you have to install pre-treatment equipment, please contact Wannon Water or a EPA accredited contractor.

Note: New sewerage connections and internal sewerage alterations are only able to be undertaken after your plumber has submitted a sewer connection application to Wannon Water and the application has been approved by Wannon Water. The appropriate connection application and supporting information, including plans, must be supplied. Application fees and Victorian Building Authority fees apply.

10. Standard and volume of trade waste:

Please provide details of all substances/chemicals that are used in the business and can enter the sewerage system, even in trace amounts. Details should include chemical name or product name and their concentration or dilution. Include Material Safety Data Sheets (MSDS) for all proprietary substances that are hazardous to the health of human beings or are potentially hazardous to microorganisms, or might adversely affect the environment.

Process generating Trade Waste	Fixture via which Trade Waste enters sewer	Contents of trade waste including all chemicals/ cleaning agents	Nominated pre-treatment equipment	Size of pre-treatment equipment	Estimated maximum daily discharge in litres
<i>eg. dishwashing</i>	<i>commercial dishwasher</i>	<i>dishwashing liquid, fats, oils</i>	<i>grease interceptor</i>	<i>1000 litres</i>	<i>180 litres</i>
Total					

11. Please nominate the EPA accredited contractor who will carry out the scheduled maintenance of the proposed or existing pre-treatment equipment:

Name: Phone:

Business/Trading Name:

ABN:

12. Your proposed frequency of pre-treatment equipment maintenance:

..... times per annum

Note: Minimum maintenance for grease traps is four times per annum and annually for oil separators & settling pits.

Note: The frequency of scheduled maintenance of pre-treatment equipment will be specified by Wannon Water if this Application is approved, and may vary from that proposed. The frequency of scheduled maintenance may be extended after 12 months of discharge provided the Occupier requests a new maintenance schedule and request is supported by a report from the relevant maintenance contractor. The frequency of scheduled maintenance may also be required to be increased if it is determined that the pre-treatment is being overloaded between schedule maintenance.

OCCUPIER ACKNOWLEDGEMENT/AGREEMENT

1. I am the Occupier or the authorised representative of the Occupier.
2. To the best of the Occupier's knowledge, the information provided in this Application is accurate in all respects including, but not limited to, the description of the Standard and Volume of trade waste proposed to be discharged from the Premises.
3. I understand that if approved by Wannon Water this Application together with the Approval to Discharge Trade Waste issued by Wannon Water, will form the Occupier's Trade Waste Agreement with Wannon Water.
4. I acknowledge the information provided in this Application (as amended by Wannon Water), including the description of the Standard and Volume of trade waste proposed to be discharged, will be terms of any Trade Waste Agreement with Wannon Water and any change or inaccuracy in that information may give rise to a breach of any such Agreement and/or the *Water Act 1989* by the Occupier.
5. If this Application is approved by Wannon Water, in discharging any trade waste from the Premises the Occupier agrees to comply with the terms and conditions of any Trade Waste Agreement, including:
 - 5.1. the Standard and Volume of trade waste described in that Agreement;
 - 5.2. the terms and conditions contained in the Agreement to Discharge Trade Waste issued by Wannon Water;
 - 5.3. the payment of all fees and charges;
 - 5.4. ensuring all plumbing or drainage work on the Premises and all connected fittings or appliances comply with all requirements of Australian Standards, relevant Plumbing Codes and any requirements imposed by Wannon Water;
 - 5.5. maintaining pre-treatment equipment at the frequency specified by Wannon Water in the Agreement to Discharge Trade Waste;
 - 5.6. the Trade Waste Management Policy; and
 - 5.7. the *Water Act 1989*.
6. I understand that if the Occupier is not also the Owner of the Premises and this Application is approved by Wannon Water, accounts for any fees and charges shall in the first instance be sent to the Owner for payment unless the Owner and the Occupier have completed a Non-Residential Tenant Form (which is available from Wannon Water), in which case accounts will be sent to the Occupier.

Signed by or on behalf of the Occupier:	
..... Signature Signature
..... Print Name Print Name
..... Position Position
..... Date Date

OWNER ACKNOWLEDGEMENT/AGREEMENT

1. I am the Owner of the Premises or the authorised representative of the Owner.
2. The Owner consents to the Occupier making this Application.
3. I understand that if approved by Wannon Water the details specified in this Application (as amended by Wannon Water) together with the Agreement to Discharge Trade Waste issued by Wannon Water, will form the Occupier's Trade Waste Agreement with Wannon Water.
4. If this Application is approved by Wannon Water, the Owner:
 - 4.1 agrees to pay any fees and charges levied by Wannon Water pursuant to the Occupier's Trade Waste Agreement which are not paid by the Occupier; and
 - 4.2 acknowledges that any such unpaid fees and charges may be treated by Wannon Water as a charge on the land incorporating the Premises.
5. The Owner understands that if this Application is approved by Wannon Water, accounts for any fees and charges levied by Wannon Water pursuant to the Occupier's Trade Waste Agreement shall in the first instance be sent to the Owner for payment unless the Owner and Occupier have completed a Non-Residential Tenant Form (which is available from Wannon Water), in which case accounts will be sent to the Occupier.
6. If this Application is approved by Wannon Water, the Owner consents to Wannon Water entering the Premises for the purposes of auditing the Occupier's Trade Waste Agreement obligations.

Signed by or on behalf of the Owner:	
..... Signature Signature
..... Print Name Print Name
..... Position Position
..... Date Date

MAINTENANCE CONTRACTOR ACKNOWLEDGEMENT/AGREEMENT

1. The Occupier has engaged our business to maintain the pre-treatment equipment referred to in this Application.
2. The cleaning frequency recommended by our business is stated below.
3. Our business agrees to undertake scheduled maintenance of the pre-treatment equipment at the frequency specified in any Approval to Discharge Trade Waste issued by Wannon Water. Our business will maintain service records and will forward maintenance notification advice to Wannon Water within 5 days of such maintenance.
4. Our business will inform Wannon Water of any change in the maintenance schedule specified in any Approval to Discharge Trade Waste. Our business will advise of any pre-treatment equipment that requires repairs, is overloaded, under performing or of any problems that arise.

Contractor to complete:

Business being serviced:

Cleanout Frequency:times per annum

Pre-treatment Equipment: Capacity:

Business/ Trading Name of Contractor

Signed by or on behalf of the Contractor:

.....
Signature

.....
Print name

.....
Date

Wannon Water is bound by the Privacy and Data Protection Act 2014 (Vic) and will treat any personal information provided to it in accordance with this legislation and Wannon Water's Privacy Policy.

Office Use Only

TRIM Ref No: Aquarate Property No:

Approval Issued:/...../.....

Approving Officer:

Approval Conditions

Discharge factor:

Individual Meter (where applicable):

Pre-treatment Equipment: Cleaning Freq:

Capacity:

Notes: