



Council of the Isles of Scilly

Commercial Waste and Recycling Sack

Request Form 2024/25

This form should be completed by all businesses that produce waste (including self-catering holiday lets) that have their waste collected by and/or disposed of by the Council. Please complete all the details below and submit the completed form by email to zerowaste@scilly.gov.uk. Please call 01720 424450 for all enquires.

Payment can be made by cash, credit card, cheque (payable to the 'Council of the Isles of Scilly') or bank transfer via Invoice (Bank Account Name: Council of the Isles of Scilly - Sort Code: 30 96 56 Account Number: 00790818 - Reference: WSKS). Please note that we only invoice for purchase of 2 or more rolls.

OFF ISLANDS: Sacks can be collected from the Library or Carn Gwaval Wellbeing Centre. Alternatively, for off-island delivery, the sacks can be dropped off to St Mary's Quay, with transport to your island & payment covered via your freight account. Please ensure that you complete all the details requested on this form to ensure that the waste sacks can be dispatched to you promptly.

Applicant Details			
Name:			
Address:			
Postcode:			
Telephone (daytime):			
Email Address:			
<u>Commercial Waste</u>		<u>Commercial Recycling</u>	
Sack Order Details		Sack Order Details	
Roll of 25 large sacks £158.75 per roll	Quantity:	Roll of 25 large sacks £147.50 per roll	Quantity:
Individual waste sacks (18"x29"x39") £6.35 per sack	Quantity:	Individual recycling sacks (18"x29"x39") £5.90 per sack	Quantity:
Individual small waste sacks (13"x23"x30") £3.24 per sack	Quantity:	Payment Method	
Quay Delivery & Packaging Costs		Debit/Credit Card – preferred payment method (visit Library/Carn Gwaval or call 01720 424400)	
1-24 sacks (£2.50)		Bank transfer via Invoice (minimum of two rolls)	
1 Roll (£3.00)		Cash	
Freight account no.		Cheque	

Signature:

Date:

Declaration: I confirm that the information provided by me on this form is correct. I have read the Terms & Conditions for the use of the Commercial Waste and Recycling Sack Form and agree to be bound by them. I give consent for the processing of my data.

Data Protection: The information you provide on any Environment Service form is private and confidential. For more information on how your information is protected please visit us on scilly.gov.uk/privacy-cookies or contact us on 01720 424450 (voicemail only) or zerowaste@scilly.gov.uk.



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The Data Controller for the information you provide on any Waste & Recycling service form is the Council of the Isles of Scilly, Town Hall, St Mary's, Isles of Scilly, TR21 0LW.

Information you provide on any Waste & Recycling Service form is private and confidential, and will be used so that we can:

- Provide the service that you have requested, at the correct address.
- Ensure that we take the correct payment (if applicable).
- Notify you if we need to renew your subscription to the service (if applicable).
- Contact you in case of another query or an issue concerning the service you have requested.

Forms will be held securely at our premises and/or on our electronic network for a period of up to 12 months after completion. Information will not be transferred outside of the EEA or used for marketing purposes. We will not share information with any other organization unless required to do so by law.

Under GDPR and the DPA 2018 you have the right to:

- access information that we hold about you or have it rectified if it's inaccurate or incomplete (but you will need to provide evidence before we can do so).
- have your information erased where we don't have a legal requirement to retain.
- withdraw your consent for us to hold your information.
- restrict how we process your information, e.g. object to us using your information for marketing or research purposes or in relation to a legal task or in the exercise of an official authority.
- request that a person reviews an automated decision where it has had an adverse effect on you.

If you would like to exercise these rights, please contact the Data Protection Officer (Email: dpo@scilly.gov.uk) and request a 'Rights of Access, Rectification and Erasure Request' form.

If you choose not to provide the personal information we have asked for, we will be unable to provide the service requested.

Please refer any complaints to us initially so we can try to put things right. However, if you are unhappy with the way we have processed your information or how we have responded to your request to exercise any of your data rights, you can raise your concerns with the Information Commissioner's Office Tel: 0303 123 1113 <https://ico.org.uk/concerns>.