

Duty of Care Controlled Waste Transfer Note

Section A. What waste was transferred?

Type of waste	Tick	How is it contained?
Metals		
Glass		
Plastics		
Paper		
Card (including cardboard)		
Other (If none of the above, describe the waste in detail and how it is contained).		

European Waste Catalogue Code *

--	--	--	--	--	--

([Find your EWC Code](#))

How much waste was transferred?

Section B. Waste transfer—Where and when?

Date:	
Address:	
Postcode:	
Name and address of business who arranged the movement (if applicable)	

Section C. Waste holder (Transferor) details:

Name:	
Address:	
Postcode:	
Telephone:	
Email:	
Your (SIC) Code** (Find your SIC code)	
Signature:	

Section D. Waste receiver (Transferee) details:

Company:	
Name:	
Address:	
Postcode:	
Telephone:	
Email:	
Signature:	

Which are you?	Tick	Associated Number:
Producer of the waste		N/A
Registered waste carrier		
Holder of waste licence or permit		
Professional collector & transporter of waste		
Local Authority		N/A

Which are you?	Tick	Associated Number:
Registered waste carrier		
Holder of waste licence or permit		
Professional collector & transporter of waste		
Local Authority		N/A

Further Guidance: *Information on EWC codes can be found on the SEPA website: https://www.sepa.org.uk/media/163421/ewc_guidance.pdf. ** Find out your SIC code on the Companies House website <http://resources.companieshouse.gov.uk/sic/>. **: If exempt from the requirement to register as a waste carrier, then you should be registered as a Professional Carrier and Transporter of Waste, see NetRegs: <http://www.netregs.org.uk/environmental-topics/waste/waste-carriers-brokers-and-dealers/>