

Application for an environmental permit

Part A – About you



You will need to fill in this part A if you are applying for a new permit, applying to change an existing permit or surrender your permit, or want to transfer an existing permit to yourself. Please check that this is the latest version of the form available from our website.

Please read through this form and the guidance notes that came with it. Please write clearly in the answer spaces.

Note: if you believe including information on a public register would not be in the interests of national security you must tick the box in section 5 of F1 or F2 and enclose a letter telling us that you have told the Secretary of State. We will not include the information in the public register unless directed otherwise.

It will take less than one hour to fill in this part of the application form.

Where you see the term 'document reference' on the form, give the document references and send the documents with the application form when you've completed it.

Contents

- 1 About you
- 2 Applications from an individual
- 3 Applications from an organisation of individuals
- 4 Applications from public bodies
- 5 Applications from companies
- 6 Your address
- 7 Contact details
- 8 How to contact us

1 About you

Are you applying as an individual, an organisation of individuals (for example, a partnership), a company (this includes Limited Liability Partnerships) or a public body?

An individual

An organisation of individuals (for example, a partnership)

A public body

A registered company or other corporate body

☐ Now go to section 2

☐ Now go to section 3

☐ Now go to section 4

☐ Now go to section 5

2 Applications from an individual

2a Please give us the following details

Name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Date of birth (DD/MM/YYYY)

Now go to section 6

3 Applications from an organisation of individuals

3a Type of organisation

For example, a charity, a partnership, a group of individuals or a club

3b Details of the organisation

If you are an organisation of individuals, please give the details of the main representative below. If relevant, provide details of other members (please include their title Mr, Mrs and so on) on a separate sheet and tell us the document reference you have given this sheet.

Contact name

Title (Mr, Mrs, Miss and so on)

First name

3 Applications from an organisation of individuals, continued

Last name

Date of birth (DD/MM/YYYY)

Now go to section 6

4 Applications from public bodies

4a Type of public body

For example, NHS trust, local authority, English county council

4b Name of the public body

4c Please give us the following details of the executive

An officer of the public body authorised to sign on your behalf

Name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Position

Now go to section 6

5 Applications from companies or corporate bodies

5a Name of the company

5b Company registration number

Date of registration (DD/MM/YYYY)

If you are applying as a corporate organisation that is not a limited company, please provide evidence of your status and tell us below the reference you have given the document containing this evidence.

Document reference

Now go to section 6

6 Your address

6a Your main (registered office) address

For companies this is the address on record at Companies House.

Contact name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Address

Postcode

Contact numbers, including the area code

Phone

Fax

Mobile

Email

6 Your address, continued

For an organisation of individuals every partner needs to give us their details, including their title Mr, Mrs and so on. So, if necessary, continue on a separate sheet and tell us below the reference you have given the sheet.

Document reference for the extra sheet

6b Main UK business address (if different from above)

Contact name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Address

Postcode

Contact numbers, including the area code

Phone

Fax

Mobile

Email

Now go to section 7

7 Contact details

7a Who can we contact about your application?

This can be someone acting as a consultant or an 'agent' for you.

Contact name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Address

Postcode

Contact numbers, including the area code

Phone

Fax

Mobile

Email

7 Contact details, continued

7b Who can we contact about your operation (if different from question 7a)?

Contact name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Address

Postcode

Contact numbers, including the area code

Phone

Fax

Mobile

Email

7c Who can we contact about your billing or invoice?

As in question 7a

☐

As in question 7b

☐

Please give details below if different from question 7a or 7b.

Contact name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Address

Postcode

Contact numbers, including the area code

Phone

Fax

Mobile

Email

8 How to contact us

If you need help filling in this form, please contact the person who sent it to you or contact us as shown below.

General enquiries: 03708 506 506 (Monday to Friday, 8am to 6pm)

Textphone: 03702 422 549 (Monday to Friday, 8am to 6pm)

Email: enquiries@environment-agency.gov.uk

Website: www.environment-agency.gov.uk

If you are happy with our service, please tell us. It helps us to identify good practice and encourages our staff. If you're not happy with our service, please tell us how we can improve it.

Please tell us if you need information in a different language or format (for example, in large print) so we can keep in touch with you more easily.

Feedback

(You don't have to answer this part of the form, but it will help us improve our forms if you do.)

We want to make our forms easy to fill in and our guidance notes easy to understand. Please use the space below to give us any comments you may have about this form or the guidance notes that came with it.

How long did it take you to fill in this form? _____

We will use your feedback to improve our forms and guidance notes, and to tell the Government how regulations could be made simpler.

Would you like a reply to your feedback?

Yes please

☐

No thank you

☐

For Environment Agency use only

Date received (DD/MM/YYYY)

Our reference number

Payment received?

No ☐

Yes ☐

Amount received

£

Application for an environmental permit

Part B2 – General – new bespoke permit



Fill in this part of the form together with parts A, F1 or F2 if you are applying for a new bespoke permit. You also need to fill in part B3, B4, B5, B6, or B7 (this depends on what activities you are applying for). Please check that this is the latest version of the form available from our website.

Please read through this form and the guidance notes that came with it. Please write clearly in the answer spaces.

It will take less than two hours to fill in this part of the application form.

Contents

- 1 About the permit
- 2 About the site
- 3 Your ability as an operator
- 4 Consultation
- 5 Supporting information
- 6 Environmental risk assessment
- 7 How to contact us
- Appendix 1 – Low impact installation checklist

1 About the permit

1a Discussions before your application

If you have had discussions with us before your application, give us the permit reference or details on a separate sheet. Tell us below the reference you have given this extra sheet.

Permit or document reference

1b Is the permit for a site or for mobile plant?

Site

☐ Now go to section 2

Mobile plant

☐ Now go to question 1c

Note: The term 'mobile plant' does not include mobile sheep dipping unit.

Mobile plant

1c Have we told you during pre-application discussions that we believe that a mobile permit is suitable for your activity?

No ☐

Yes ☐

1d Have there been any changes to your proposal since this discussion?

No ☐ Now go to section 3

Yes ☐ You should send us a description of the activity you want to carry out, highlighting the changes you have made since our pre-application discussions.

Document reference

Now go to section 3

2 About the site (but not mobile plant)

2a What is the site name, address, postcode and national grid reference?

Site name

Address

Postcode

National grid reference for the site

(for example, ST 12345 67890)

2b What type of regulated facility are you applying for?

Note: if you are applying for more than one regulated facility then go to 2c.

Installation ☐ Now tick the relevant box in question 2b1

Waste operation ☐ Now tick the relevant box in question 2b2

Mining waste operation ☐ Now tick the relevant box in question 2b3

Water discharge activity ☐ Now go to question 3d

Groundwater activity (point source) ☐ Now go to question 3d

Groundwater activity (discharge onto land) ☐ Now go to question 3d

What is the national grid reference for the regulated facility (if only one)? (See the guidance notes on part B2.)

As in 2a above ☐

Different from that in 2a ☐ Please fill in the national grid reference below

National grid reference for the regulated facility

What is the type of activity?

2b1 Installation

Intensive farming installation

☐ ☐

Local authority (Part A (2) and Part B)

☐ ☐

Low impact installation (see question 2d below)

☐ ☐

Opra charged activity

☐ ☐

Paragraph-17 installation

☐ ☐

2b3 Mining waste operation

Non-Opra charged activity ☐

Opra charged activity ☐

2b2 Waste operation

☐ Landfill gas facility ☐

☐ Opra charged activity ☐

☐ Pet cemetery ☐

☐ Tier 2 charged bespoke activity ☐

☐ (see charging guidance for list) ☐

Now go to question 2d

2 About the site, continued

2c If you are applying for more than one regulated facility on your site, what are their types and their grid references?

See the guidance notes on part B2.

Regulated facility 1

National grid reference

What is the regulated facility type?

Installation

☐ Now tick the relevant box in question 2c1

Waste operation

☐ Now tick the relevant box in question 2c2

Mining waste operation

☐ Now tick the relevant box in question 2c3

Water discharge activity

☐ Now go to question 3d

Groundwater activity (point source)

☐ Now go to question 3d

Groundwater activity (discharge onto land)

☐ Now go to question 3d

What is the type of activity?

2c1 Installation

Intensive farming installation

Local authority (part A (2) and part B)

Low impact installation (see question 2d below)

Opra charged activity

Paragraph-17 installation

2c2 Waste operation

☐ Landfill gas facility

☐

☐ Opra charged activity

☐

☐ Pet cemetery

☐

☐ Tier 2 charged bespoke activity

(see charging guidance for list)

☐

2c3 Mining waste operation

Non-Opra charged activity

☐

Opra charged activity

☐

Regulated facility 2

National grid reference

What is the regulated facility type?

Installation

☐ Now tick the relevant box in question 2c1

Waste operation

☐ Now tick the relevant box in question 2c2

Mining waste operation

☐ Now tick the relevant box in question 2c3

Water discharge activity

☐ Now go to question 3d

Groundwater activity (point source)

☐ Now go to question 3d

Groundwater activity (discharge onto land)

☐ Now go to question 3d

What is the type of activity?

2c1 Installation

Intensive farming installation

Local authority (part A (2) and part B)

Low impact installation (see question 2d below)

Opra charged activity

Paragraph-17 installation

2c2 Waste operation

☐ Landfill gas facility

☐

☐ Opra charged activity

☐

☐ Pet cemetery

☐

☐ Tier 2 charged bespoke activity

(Charging guidance for list)

☐

2c3 Mining waste operation

Non-Opra charged activity

☐

Opra charged activity

☐

Use several copies of this page or separate sheets if you have a long list of regulated facilities. Send them to us with your application form. Tell us below the reference you have given these extra sheets.

Document reference for the extra sheets

Now go to question 2d

2 About the site, continued**2d Low impact installations (installations only)**

Are any of the regulated facilities low impact installations?

No ☐

Yes ☐ If yes, tell us how you meet the conditions for a low impact installation. (See the guidance notes on part B2 – Appendix 1.)

Document reference

Tick the box to confirm you have filled in the low impact installation checklist in appendix 1 for each regulated facility.

☐
2e Treating batteries

Are you planning to treat batteries? (See the guidance notes on part B2.)

No ☐

Yes ☐ Tell us how you will do this, send us a copy of your explanation and tell us below the reference you have given this explanation.

Document reference for the explanation

2f Multi-operator installation

If the site is a multi-operator site (that is there is more than one operator of the installation) then fill in the table below the application reference for each of the other permits.

Table 1 – Other permit application references

3 Your ability as an operator

If you are only applying for a standalone water discharge or for a groundwater activity, you only have to fill in question 3d.

3a Relevant offences (applies to all except standalone surface water discharges and groundwater discharges – see the guidance notes on part B2)

Have you, or any other relevant person, been convicted of any relevant offence?

No ☐ Now go to question 3b

Yes ☐ Please give details below

Name of the relevant person

Title (Mr, Mrs, Miss and so on)

First name

Last name

Date of birth (DD/MM/YYYY)

Position at the time of the offence

Name of the court where the case was dealt with

Date of the conviction (DD/MM/YYYY)

Offence and penalty set

Date any appeal against the conviction will be heard (DD/MM/YYYY)

If necessary, use a separate sheet to give us details of other relevant offences and tell us below the reference number you have given the extra sheet.

Document reference of the extra sheet

3 Your ability as an operator, continued

3b Technical ability (for specified waste management activities and waste operations only – see the guidance notes on part B2)

Please tick the scheme you are using to show you have the suitable technical skills and knowledge to manage your facility.

CIWM/WAMITAB ☐

ESA/EU ☐

Please send in a registration letter from your scheme as above ☐

Now go to question 3c

3c Finances (for installations, waste operations and mining waste operations only)

Please note that if you knowingly or carelessly make a statement that is false or misleading to help you get an environmental permit (for yourself or anyone else), you may be committing an offence under the Environmental Permitting (England and Wales) Regulations 2010.

Do you or any relevant person have current or past bankruptcy or insolvency proceedings against you?

No ☐

Yes ☐ Please give details below, including the required set-up costs (including infrastructure), maintenance and clean up costs for the proposed facility against which a credit check may be assessed.

We may want to contact a credit reference agency for a report about your business's finances.

Landfill, Category A mining waste facilities and mining waste facilities for hazardous waste only

How do you plan to make financial provision (to operate a landfill or a mining waste facility you need to show us that you are financially capable of meeting the obligations of closure and aftercare)?

Bonds ☐

Escrow account ☐

Trust fund ☐

Lump sum ☐

Other ☐

Provide a plan of your estimated expenditure on each phase of the landfill or mining waste facility.

Give the document plan reference

Now go to question 3d

3d Management systems (all)

You can find guidance on management systems in 'How to Comply'. We have also developed environmental management toolkits for some business sectors which you can use to produce your own management system. You can get these by calling 03708 506 506 or by downloading them from our website at www.environment-agency.gov.uk.

Does your management system meet the conditions set out in our guidance?

No ☐

Yes ☐

3 Your ability as an operator, continued

What management system will you provide for your regulated facility?

EC Eco-Management and Audit Scheme (EMAS) ☐

ISO 14001 ☐

BS 8555 (Phases 1–5) ☐

Green Dragon ☐

Own management system ☐

Please make sure you send us a summary of your management system with your application.

Document reference or references

4 Consultation (fill in 4a to 4c for installations and waste operations and 4d for installations only)

Could the waste operation or installation involve releasing any substance into any of the following?

4a A sewer managed by a sewerage undertaker

No ☐

Yes ☐ Please name the sewerage undertaker

4b A harbour managed by a harbour authority

No ☐

Yes ☐ Please name the harbour authority

4c Direct into relevant territorial waters or coastal waters within the sea fisheries district of a local fisheries committee

No ☐

Yes ☐ Please name the fisheries committee

4d Is the installation on a site for which:

4d1 a nuclear site licence is needed under section 1 of the Nuclear Installations Act 1965?

No ☐

Yes ☐

4d2 a policy document for preventing major accidents is needed under regulation 5 of the Control of Major Accident Hazards Regulations 1999, or a safety report is needed under regulation 7 of those Regulations?

No ☐

Yes ☐

5 Supporting information

5a Provide a plan or plans for the site (but not any mobile plant)

Clearly mark the site boundary or discharge point, or both – see the guidance notes on part B2.

Document reference or references of the plans

5b Provide the relevant sections of a site condition/baseline report if this applies (see the guidance notes on part B2 for what needs to be marked on the plan)

Document reference of the report

If you are applying for an installation, tick the box to confirm that you have sent in a baseline report. ☐

5c Provide a non-technical summary of your application (see the guidance notes on part B2)

Document reference of the summary

6 Environmental risk assessment

Provide an assessment of the risks each of your proposed regulated facilities poses to the environment. The risk assessment must use H1 or an equivalent method.

Document reference for the assessment

7 How to contact us

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Email: enquiries@environment-agency.gov.uk

Website: www.environment-agency.gov.uk

If you are happy with our service, please tell us. It helps us to identify good practice and encourages our staff. If you're not happy with our service, please tell us how we can improve it.

Please tell us if you need information in a different language or format (for example, in large print) so we can keep in touch with you more easily.

Feedback

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How long did it take you to fill in this form? _____

We will use your feedback to improve our forms and guidance notes, and to tell the Government how regulations could be made simpler.

Would you like a reply to your feedback?

Yes please

☐

No thank you

☐

For Environment Agency use only

Date received (DD/MM/YYYY)

Our reference number

Payment received?

No ☐

Yes ☐

Amount received

£

Plain English Campaign's Crystal Mark does not apply to appendix 1.**Appendix 1 – Low impact installation checklist (see the guidance notes on part B2)**

Installation reference				
Condition	Response			Do you meet this?
A – Management techniques	Provide references to show how your application meets A.			Yes <input type="checkbox"/>
	References			No <input type="checkbox"/>
B – Aqueous waste	Effluent created		m ³ /day	Yes <input type="checkbox"/> No <input type="checkbox"/>
C – Abatement systems	Provide references to show how your application meets C.			Yes <input type="checkbox"/>
	References			No <input type="checkbox"/>
D – Groundwater	Do you plan to release any hazardous substances or non-hazardous pollutants into the ground?		Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
E – Producing waste	Hazardous waste		Tonnes per year	Yes <input type="checkbox"/>
	Non-hazardous waste		Tonnes per year	No <input type="checkbox"/>
F – Using energy	Peak energy consumption		MW	Yes <input type="checkbox"/> No <input type="checkbox"/>
G – Preventing accidents	Do you have appropriate measures to prevent spills and major releases of liquids? (See 'How to comply'.)		Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Provide references to show how your application meets G.			
	References			
H – Noise	Provide references to show how your application meets H.			Yes <input type="checkbox"/>
	References			No <input type="checkbox"/>
I – Emissions of polluting substances	Provide references to show how your application meets I.			Yes <input type="checkbox"/>
	References			No <input type="checkbox"/>
J – Odours	Provide references to show how your application meets J.			Yes <input type="checkbox"/>
	References			No <input type="checkbox"/>
K – History of keeping to the regulations	Say here whether you have been involved in any enforcement action as described in Compliance History Appendix 1 explanatory notes.		Yes <input type="checkbox"/> No <input type="checkbox"/>	

Application for an environmental permit

Part B6 – New bespoke water discharge activity and groundwater (point source) activity



Fill in this part of the form, together with parts A, B2 and F2, if you are applying for a new bespoke permit for a water discharge activity or a point source discharge groundwater activity. Please check that this is the latest version of the form available from our website.

Please read through this form and the guidance notes that came with it. Please write clearly in the answer spaces.

If you want to apply for a standalone discharge of treated domestic sewage effluent of up to fifteen cubic metres (15m³) a day to ground or up to twenty cubic metres (20m³) a day to surface water, please fill in form B6.5.

It will take less than three hours to fill in this part of the application form.

Contents

- 1 About the effluent – details and type
 - 2 How long will you need to discharge the effluent for?
 - 3 Discharge options
 - 4 How much do you want to discharge?
 - 5 Intermittent sewage discharges
 - 6 How will the effluent be treated?
 - 7 What will be in the effluent?
 - 8 Monitoring arrangements
 - 9 Emissions of substances not controlled by emission limits management plan
 - 10 Design criteria
 - 11 Where will the effluent discharge to?
 - 12 How to contact us
- Appendix 1 – Discharges to a borehole or well
Appendix 2 – Discharges into land
Appendix 3 – Discharges onto land
Appendix 4 – Discharges to tidal river, tidal stream, estuary or coastal waters
Appendix 5 – Discharges to non-tidal river, stream or canal
Appendix 6 – Discharges to a lake or pond

About the effluent – details and type

From the list below, choose which type of effluent you are applying for on this form and answer the questions shown in Table 1.

You must fill in a separate copy of this form and the appropriate appendix or appendices for each type of effluent you plan to discharge.

Table 1 – About the effluent

Type of effluent	Please tick box	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8	Q9	Q10	Q11
Domestic sewage – 20 m ³ a day or more discharged to surface water or – 15 m ³ a day or more discharged to groundwater	<input type="checkbox"/>	All	a, b, c, d	a, b	b, f	–	All	b, d, e	b, d*, e*, f*, g	All	b, c, d, e	All
Intermittent settled storm sewage	<input type="checkbox"/>	All	a, b	–	–	a, b, e, f, g, h, l, m	All	a, d, e	b, g	All	a, b, c, d, e	All
Intermittent combined sewer overflow	<input type="checkbox"/>	All	a, b	–	–	c, d, e, f, g, h, i, m	All	a, d, e	b, g	All	a, b, c, d, e	All
Intermittent emergency overflow	<input type="checkbox"/>	All	a, b	–	–	j, k, l	All	a, d, e	b, g	All	a, b, c, d, e	All
Sewage – water company WwTW final effluent	<input type="checkbox"/>	All	a, b	–	a, f (b is optional)	–	All	a, b, c, d, e	a, b, c, d*, e*, f*, g (See note below)	All	a, b, c, d, e	All
Trade – known volume	<input type="checkbox"/>	All	a, b, c, d	a, b	b, c, f	–	All	b, c, d, e, f	b, d*, e*, f*, g (See note below)	All	b, c, d, e	All
Trade – rainfall dependent	<input type="checkbox"/>	All	a, b	–	b, c, f	–	All	b, c, d, e	b, d*, e*, f*, g (See note below)	All	b, c, d, e	All
Trade – returned abstracted water (including ground source heating and cooling schemes)	<input type="checkbox"/>	All	a, b, c, d	–	b, c, f	–	All	b, c, d, e, f, g	a, b, d*, e*, f*, g (See note below)	All	b, c, d, e	All
Mixed effluent – all effluent volumes	<input type="checkbox"/>	All	a, b, c, d	a, b	b, c, f	–	All	b*, d*, e* (See note below)	b, d*, e*, f*, g (See note below)	All	b, c, d, e	All
Mixed effluent – containing any rainfall dependent effluent	<input type="checkbox"/>	All	a, b	a, b	b, c, d, e, f	–	All	b, c, d, e, f	b, d*, e*, f*, g (See note below)	All	b, c, d, e	All

*Check the relevant question and our guidance notes on part B6 to see if you need to give an answer.

1 About the effluent – details and type

1a Give a brief description of the effluent discharge you want a permit for, for example, treated domestic sewage effluent

1b Give this effluent a unique name

You must use this name to identify this effluent throughout this application and all associated documents.

Name

1c Please tick if this is a release from a dam, weir or sluice ('reservoir release') under Schedule 21 of the EPR meaning of water discharge activity.

☐

2 About the effluent – how long will you need to discharge the effluent for?

2a What date do you want the permit for this effluent to start? (DD/MM/YYYY)

Please note that this is the date that your annual subsistence charges will start, even if you have not started to discharge, unless you contact us to change (delay) the start date.

2b Is the discharge time limited?

Yes ☐ Please give the date you expect the discharge to end but please note that your permit will not end on that date and you will still need to notify us to surrender the permit (DD/MM/YYYY)

No ☐

2c Will the discharge take place all year?

Yes ☐

No ☐ Please give details of the months when you will make the discharge

2d Will the discharge take place on more than six days in any year?

Yes ☐

No ☐

3 Discharge options

3a How far away is the nearest sewer (in metres)?

You will need to check this with your sewerage undertaker (usually your local water company) and you may also need to check if it is possible to connect to a private sewer.

3b You must explain why you cannot discharge your effluent into a sewer. You must show the extra cost of connecting to a sewer compared to the treatment you propose, and provide details of any physical obstacles; for example, roads, railways, rivers or canals. Where you are proposing a discharge from a private sewage treatment system in an area where it appears reasonable to discharge your effluent into a sewer, you must, as a minimum, send us evidence that you have approached the sewerage undertaker, and send us their formal response regarding connection.

The guidance notes on part B6 will help you understand what information you need to provide in answer to this question.

Document reference where you have given this justification

4 How much do you want to discharge?

4a What is the daily dry weather flow (in cubic metres)?

4b What is the maximum volume of effluent you will discharge in a day (in cubic metres)?

4 How much do you want to discharge?, continued

Show how you calculated the figure given in the box below and continue on a separate sheet if necessary, giving a reference for the extra sheet.

Document reference for any extra sheet or sheets used for question 4b

4c What is the maximum rate of discharge (in litres a second)?

4d What is the maximum volume of non-rainfall dependent effluent you will discharge in a day (in cubic metres)?

4e What is the maximum rate of rainfall dependent discharge (in litres per second)?

4f For each answer in question 4, show how you worked out the figure on a separate sheet

Document reference of the extra sheet

5 Intermittent sewage discharges

5a For each answer to b to j below, show how you worked out the figure on a separate sheet.

Document reference of the extra sheet

5b What is the total volume of the storm tank storage (in cubic metres)?

5c What is the pass forward flow at the settled storm overflow setting (in litres per second)?

5d What is the pass forward flow at the storm overflow setting (in litres per second)?

5e What is the total volume of storage (in cubic metres)?

5f Is the discharge screened?

Yes ☐ Answer the relevant questions from 5g to 5j

No ☐ Go to 5k

5g What is the mesh screen spacing (in millimetres)?

5h What is the maximum flow through the mesh screen (in litres per second)?

5i What is the bar screen spacing (in millimetres)?

5j What is the maximum flow through the bar screen (in litres per second)?

5k Is the overflow constructed to good engineering design?

Yes ☐

No ☐

5l What is the emergency storage capacity of the sewer and wet well (in cubic metres)?

5m What is the storage time within the sewer and the wet well above the top water level at dry weather flow (in hours and minutes)?

5n What is the pass forward flow at the pumping station (in litres per second)?

6 How will the effluent be treated?

6a Do you treat your effluent?

Yes ☐ Now go to question 6b

No ☐ You must explain why the effluent will not be treated

6 How will the effluent be treated?, continued

Document reference for where you have given this justification

6b Fill in Table 2 for each stage of the treatments carried out on your effluent in the order in which they are carried out

Table 2 – Treatments carried out on your effluent

Order of treatment	Code number	Description
First		
Second		
Third		
Fourth		

Continue on a separate sheet if you need more rows. If you prefer, you can also send us an overall design for the whole treatment process.

Document reference for the extra sheet

6c You must provide details on a separate sheet of the final effluent discharge quality that the overall treatment system is designed to achieve.

Document reference for the extra sheet

7 What will be in the effluent?

For all applications, whether to surface water, or onto or into ground you should still check to see if your discharge is likely to contain any of the substances listed in Horizontal Guidance H1 Environmental Risk Assessment Annex D, Appendix A and answer the relevant questions for your discharge below.

7a Are any of the substances listed in Horizontal Guidance H1 Environmental Risk Assessment Annex D, Appendix A likely to enter the sewerage system upstream of the discharge through any authorised or known inputs?

Yes ☐No ☐

7b Are any of the substances listed in Horizontal Guidance H1 Environmental Risk Assessment Annex D, Appendix A added to or present in the effluent as a result of the activities on the site?

Yes ☐No ☐

7c Have any of the substances listed in Horizontal Guidance H1 Environmental Risk Assessment Annex D, Appendix A been detected in samples of the effluent or in the sewerage catchment upstream of the discharge?

Yes ☐No ☐

7d Are there any other harmful or hazardous substances in your effluent not mentioned in Horizontal Guidance H1 Environmental Risk Assessment Annex D, Appendix A?

Yes ☐No ☐

7e If you have answered yes to any of the above, give details, using the headings below, on a separate sheet

You must also send us any information on samples that you may have.

Document reference of this sheet

Substance	Unit	Maximum concentration	Minimum concentration	Average concentration	Number of samples	Total or dissolved
-----------	------	-----------------------	-----------------------	-----------------------	-------------------	--------------------

7f Give the maximum temperature of your discharge in degrees Celsius

7g The maximum expected temperature change compared to the incoming water supply

Increase in degrees Celsius

Decrease in degrees Celsius

8 Monitoring arrangements

Note: If your effluent has a maximum volume of no more than 50 cubic metres a day you do not need to complete question d or e.

8a What is the national grid reference of the inlet sampling point? _____

8b What is the national grid reference of the effluent sample point? _____

8c Do you have an Urban Waste Water Treatment Directive final effluent sampling point?

Yes ☐ Please provide the national grid reference
(for example, SJ 12345 67890) _____

No ☐

8d What is the national grid reference of the flow monitoring point? _____

8e Does the flow monitor have an MCERTS certificate?

Yes ☐ Please give the certificate number _____

No ☐

8f Do you have a UV disinfection efficacy monitoring point?

Yes ☐ Please provide the national grid reference _____

No ☐

8g You should clearly mark on the plan the locations of any of the above that apply to this effluent

Document reference for the plan _____

9 Emissions of substances not controlled by emission limits management plan

9a Does your H1 – Environmental Risk Assessment show that emissions of substances not likely to be controlled by emission limits in your permit are an important issue?

Yes ☐

No ☐

9b If yes, have you got an emissions management plan which meets the requirements set out in our guidance document ‘How to comply’?

Yes ☐ Please send us your emissions management plan
Document reference for the plan _____

No ☐

10 Design criteria

10a Sewer modelling report (for discharges of final effluent from a water company WwTW or intermittent sewage discharges)

You must carry out sewer modelling following the guidance in ‘Horizontal Guidance Note H1 Annex E – Surface Water Discharges (complex)’. Send us details of how the modelling was carried out and the outcome.

Document reference for the report _____

10b Discharges to lakes, estuaries, coastal waters or bathing waters

You must carry out modelling following the guidance in ‘H1 Risk Assessment Horizontal Guidance Note H1 Annex E – Surface Water Discharges (complex)’. Send us details of how the modelling was carried out and the outcome.

Document reference for the report _____

10c Discharges to non-tidal rivers

You may need to carry out modelling following the guidance in ‘H1 Risk Assessment Horizontal Guidance Note H1 Annex E – Surface Water Discharges (complex)’. Have you carried out any river quality modelling?

Yes ☐ Send us details of how the modelling was carried out and the outcome.
Document reference for the report _____

No ☐

10d Discharges to groundwater

You must carry out a groundwater quantitative risk assessment following the guidance in ‘H1 Risk Assessment Horizontal Guidance Note H1 Annex J – Groundwater’. Send us details of how the modelling was carried out and the outcome.

For groundwater remediation schemes you must send us a site-specific remediation strategy which has been agreed with the local Environment Agency Groundwater and Contaminated Land Team.

Document reference for the report _____

10 Design criteria, continued

10e Environmental impact assessment

Have you carried out an environmental impact assessment?

Yes ☐

Send us details of how the assessment was carried out and the outcome.

Document reference for the report

No ☐

11 Where will the effluent discharge to?

11a Mark in Table 3 where this effluent discharges to and fill in the relevant questions and appendix or appendices

You must use the name you gave to this effluent in answer to question 1b of this form when filling in your relevant appendix or appendices.

Table 3 – Where the effluent discharges to

Receiving environment	X	Relevant questions below	Relevant appendix
Borehole or well		b, c	1
Into land (for example, through a drainage system)		b, c, d	2
Onto land		b, c, d	3
Tidal river, tidal stream, estuary or coastal waters		b, c, d	4
Non-tidal river, stream or canal		b, c, d	5
Lake or pond		b, c, d	6

11b Is this effluent discharged through more than one outlet?

Yes ☐

No ☐

11c If yes, on a separate sheet, give details of the circumstances under which each outlet would be used by this effluent

Document reference for this extra sheet

11d If you answered yes to question b above make sure you show clearly on your discharge point appendix or appendices and site plan that this one effluent can discharge to more than one discharge point

You must give us all the details we need for each of the discharge points used by this effluent.

12 How to contact us

If you need help filling in this form, please contact the person who sent it to you or contact us as shown below.

General enquiries: 03708 506 506 (Monday to Friday, 8am to 6pm)

Textphone: 03702 422 549 (Monday to Friday, 8am to 6pm)

Email: enquiries@environment-agency.gov.uk

Website: www.environment-agency.gov.uk

If you are happy with our service, please tell us. It helps us to identify good practice and encourages our staff. If you're not happy with our service, please tell us how we can improve it.

Please tell us if you need information in a different language or format (for example, in large print) so we can keep in touch with you more easily.

Feedback

(You don't have to answer this part of the form, but it will help us improve our forms if you do.)

We want to make our forms easy to fill in and our guidance notes easy to understand. Please use the space below to give us any comments you may have about this form or the guidance notes that came with it.

How long did it take you to fill in this form?

We will use your feedback to improve our forms and guidance notes, and to tell the Government how regulations could be made simpler.

Would you like a reply to your feedback?

Yes please

☐

No thank you

☐

For Environment Agency use only

Date received (DD/MM/YYYY)

Our reference number

Payment received?

No ☐

Yes ☐

Amount received

£ _____

Plain English Campaign's Crystal Mark does not apply to appendices 1 to 6.

Appendix 1 – Discharges to a borehole or well (or other deep structure such as a mineshaft)

Answer all the questions below. Use a separate line for each effluent if more than one effluent discharges using this discharge point. Remember, when linking your effluent to a discharge point you must use the name you gave to your effluent in answer to question 1b in the effluent form.

1 Give the discharge point a unique name

For example, 'Outlet 1' (you must use this name to identify the discharge point on the plan)

2 Give the national grid reference of the discharge point

3 Is the discharge to ground via a

Well

☐

Borehole

☐

Other deep structure

☐ Please give details

4 What is/or will be the total depth of the borehole or well (in metres) below ground or other reference level (please specify the reference level you are using)?

5 Is the borehole or well or structure already constructed?

Yes ☐

No ☐

6 To what depth is the borehole or well or structure sealed with unperforated linings or casing (in metres) below your reference level?

7 Is any part of your discharge within 50 metres of another well, spring or borehole?

No ☐ Go to question 9

Yes ☐ Identify the location of the well, spring or borehole on the plan you have provided and answer question 8.

8 Is the other well, spring or borehole you have identified used to supply water?

No ☐

Yes ☐ You must describe what the water supplied is used for.

9 Does the borehole or well or structure into which you are intending to make your discharge intermittently or permanently contain standing water?

Yes ☐ Now answer question 10 and 11

No ☐ Only answer question 10

10 What is the highest level the standing water reaches in the borehole or well or structure (in metres) below your reference level?

11 If you answered yes to question 9 and your discharge falls into any of the following groups of activities please tick the appropriate box. If not just leave blank.

Injection of water containing substances resulting from the operations for exploration and extraction of hydrocarbons or mining activities

☐

Reinjection of pumped groundwater from mines and quarries or associated with the construction or maintenance of civil engineering works (includes the treatment and reinjection of contaminated groundwater for the purposes of remediation)

☐

Injection of natural gas or liquefied petroleum gas for storage purposes

☐

Construction, civil engineering and building works and similar activities on or in the ground (for example discharge arising from the grouting of old mineshafts)

☐

Appendix 1 – Discharges to a borehole or well (or other deep structure such as a mineshaft), continued

Discharges of small quantities of substances for scientific purposes for characterisation, protection (including use of substances as tracers) or remediation of groundwater, where such activities are not eligible for a registered exemption ☐

The artificial recharge or augmentation of a body of groundwater for the purposes of groundwater management ☐

Reinjection of pumped groundwater used for geothermal purposes (including ground source heat systems) ☐

Appendix 2 – Discharges into land

Answer the questions below. Use a separate line for each effluent if more than one effluent discharges using this discharge point. Remember, when linking your effluent to a discharge point you must use the name you gave to your effluent in answer to question 1b in the effluent form.

1 Give the discharge point a unique name

For example, 'Outlet 1' (you must use this name to identify the discharge point on the plan) _____

2 Give the national grid reference of the discharge point _____

3 Is your infiltration system new or existing?

New

☐ Now go to question 5

Existing

☐ Now go to question 4

4a When was it built? _____

4b Now answer questions 5–8 if you are able to, if not leave them blank and go to question 9.

5 Is your infiltration system designed and built to British Standard 6297:2007 + A1:2008?

Yes ☐

No ☐ Please provide details, on a separate sheet, of the design criteria used for your infiltration system

Document reference _____

6 On what date did you carry out a percolation test and dig a trial hole in line with British Standard 6297:2007 + A1:2008?

Date (DD/MM/YYYY) _____

7 What is your percolation value (Vp) result (in seconds per millimetre)? You must show in the table below how you worked out the percolation value. _____

	Trial 1	Trial 2	Trial 3	Average
Hole 1				
Hole 2				
Hole 3				
Hole 4				

8 What is the surface area of your infiltration system (in square metres)? _____

9 If known, mark on the plan you have provided the extent of the infiltration system

10 Is any part of your infiltration system within 50 metres of a well, spring or borehole?

No ☐

Yes ☐ Identify the location of the well spring or borehole on the plan you have provided and answer question 11.

11 Is the well spring or borehole you have identified used to supply water?

No ☐

Yes ☐ You must describe what the water supplied is used for. _____

12 Is any part of your infiltration system within 10 metres of a watercourse?

Yes ☐

No ☐

Identify the location of the watercourse on the plan you have provided for section 4 of part B6.

Appendix 3 – Discharges onto land

Answer all the questions below. Use a separate line for each effluent if more than one effluent discharges using this discharge point. Remember, when linking your effluent to a discharge point you must use the name you gave to your effluent in answer to question 1b in the effluent form.

1 Give the discharge point a unique name

For example, 'Outlet 1' (you must use this name to identify the discharge point on the plan)

2 Give the national grid reference of the discharge point

3 Select from the table below the type of area where the effluent is disposed of

Area Type	
Unlined reed bed	<input type="checkbox"/>
Unlined grass plot	<input type="checkbox"/>
Unlined wetland	<input type="checkbox"/>
Other	<input type="checkbox"/> Please specify below

4 What is the surface area of the land used for your disposal (in square metres)?

5 Is any part of your infiltration system within 50 metres of a well, spring or borehole?

No ☐

Yes ☐ Identify the location of the well spring or borehole on the plan you have provided and answer question 6.

6 Is the well spring or borehole you have identified used to supply water?

No ☐

Yes ☐ You must describe what the water supplied is used for.

7 Is any part of your infiltration system within 10 metres of a watercourse?

Yes ☐

No ☐

Identify the location of the watercourse on the plan you have provided for section 4 of part B6.

Appendix 4 – Discharges to tidal river, tidal stream, estuary or coastal waters

Answer all the questions below. Use a separate line for each effluent if more than one effluent discharges using this discharge point. Remember, when linking your effluent to a discharge point you must use the name you gave to your effluent in answer to question 1b in the effluent form.

1 Give the discharge point a unique name

For example, 'Outlet 1' (you must use this name to identify the discharge point on the plan)

2 Give the national grid reference of the discharge point

3 Give the name of the tidal river, tidal stream, estuary or area of coastal water if you know it

4 Is the discharge into a

Tidal river

☐

Tidal stream

☐

An estuary

☐

Coastal water

☐

5 Does the discharge reach the watercourse by flowing through a surface water sewer?

Yes ☐ Give the national grid reference where the discharge enters the surface water sewer

No ☐

6 Is the discharge point above the mean low water spring tide mark?

Yes ☐ Please explain, on a separate sheet, why the discharge cannot be made below this point

Document reference

No ☐

7 How is the effluent dispersed? For example, open pipe or diffuser system

If diffuser system go to question 8

8 Give details, on a separate sheet, of the design of the diffuser system

Document reference

Appendix 5 – Discharges to non-tidal river, stream or canal

Answer all the questions below. Use a separate line for each effluent if more than one effluent discharges using this discharge point. Remember, when linking your effluent to a discharge point you must use the name you gave to your effluent in answer to question 1b in the effluent form.

1 Give the discharge point a unique name

For example, 'Outlet 1' (you must use this name to identify the discharge point on the plan)

2 Give the national grid reference of the discharge point

3 Give the name of the watercourse, canal or the main watercourse it is a tributary of if you know it

4 Is the discharge into a

Non-tidal river

☐

Stream

☐

Canal

☐

5 Does the discharge reach the watercourse or canal by flowing through a surface water sewer?

Yes ☐ Give the national grid reference where the discharge enters the surface water sewer

No ☐

6 Does the watercourse dry up for part of the year?

Yes ☐

No ☐

Appendix 6 – Discharges to a lake or pond

Answer the questions below. Use a separate line for each effluent if more than one effluent discharges using this discharge point. Remember, when linking your effluent to a discharge point you must use the name you gave to your effluent in answer to question 1b in the effluent form.

1 Give the discharge point a unique name

For example 'Outlet 1' (you must use this name to identify the discharge point on the plan)

2 Give the national grid reference of the discharge point

3 Give the name of the lake or pond if you know it

4 Select from the following table the type of lake or pond you will be discharging to and answer the relevant questions

Type of lake or pond		Relevant questions
Lake or pond which does not discharge into a river or watercourse or another pond which discharges into a river or watercourse	<input type="checkbox"/>	Permit not required*
Lake or pond which does not discharge into a river or watercourse or another pond which discharges into a river or watercourse where you have had a notice served under paragraph 5 of Schedule 21 of the Environmental Permitting (England and Wales) Regulations 2010	<input type="checkbox"/>	5, 6, 7
Lake or pond which discharges into a river or watercourse	<input type="checkbox"/>	5, 6, 7

*Unless a Notice has been served under paragraph 5 of Schedule 21 of the Environmental Permitting (England and Wales) Regulations 2010

5 What is the surface area of the lake or pond (in square metres)?

6 What is the maximum depth of the lake or pond (in metres)?

7 What is the average depth of the lake or pond (in metres)?

Application for an environmental permit

Part F2 – Charging for discharges (C for D) charges and declarations



Fill in this part for applications for water discharge and point source groundwater discharge activities only. Please check that this is the latest version of the form available from our website.

Please read through this form with the guidance notes that came with it. Please write clearly in the answer spaces.

It will take less than two hours to fill in this part of the application form.

Contents

- 1 Working out charges
- 2 Water discharge activity and groundwater point source discharges
- 3 Payment
- 4 The Data Protection Act 1998
- 5 Confidentiality and national security
- 6 Declaration
- 7 Application checklist
- 8 How to contact us
- 9 Where to send your application

1 Working out charges (you must fill in this section)

Summary of charges				
Type of water discharge activity or groundwater activity	Standard charge or reduced charge	Number of activities at this charge rate	Charge for each facility (£)	Charges due (£)
Other charges				
Ground source heating and cooling system scheme (water resources charge)				
Total Charge				

You have to submit an application fee with your application. To find out the charge:

- Refer to the relevant standard rules permit page;
- Visit the 'Making an application' webpage at <http://www.environment-agency.gov.uk/business/topics/permitting/32318.aspx>; or
- Visit the current environmental permitting charging scheme on our website at www.environment-agency.gov.uk which sets out our charges under the Environmental Permitting Regulations.

Please remember that the charges are revised on 1 April each year and that there is an annual subsistence charge to cover the costs we incur in the ongoing regulation of the permit.

2 Water discharge activity and groundwater activity point source discharges

The application charge is a fixed charge, although two rates exist: standard and reduced. The reduced application charge is applicable where the effluent is:

- sewage effluent where the proposed volume is five cubic metres or less per day;
- sewage effluent which contains trade effluent or other matter where the proposed volume is five cubic metres or less per day;
- trade effluent from cooling or heat exchange where the proposed volume is ten cubic metres or less per day;
- surface water not containing trade effluent;
- site drainage;
- effluent or substance discharged or disposed onto or into land where the proposed volume is five cubic metres or less per day and discharge is on not more than six days per year or any such equivalent disposal.

The standard application charge applies in all other situations.

2 Water discharge activity and groundwater activity point source discharges, continued

The charge applies to each discharge you will be making. Therefore two discharges of sewage effluent of five cubic metres a day will attract two reduced rate charges.

Please contact us, using one of the options in section 8, for details of current reduced and standard application charges. Please note that the charges are revised on 1 April each year.

3 Payment

Tick below to show how you have paid.

- Cheque ☐
- Postal order ☐
- Cash ☐
- Credit or debit card ☐
- Electronic transfer (for example, BACS) ☐
- Remittance number

Date paid (DD/MM/YYYY)

How to pay

Paying by cheque, postal order or cash

Cheque details

Cheque made payable to

Cheque number

Amount £

You should make cheques or postal orders payable to 'Environment Agency' and make sure they have 'A/c Payee' written across them if it is not already printed on.

Please write the name of your company and application reference number on the back of your cheque or postal order.

We will not accept cheques with a future date on them.

We do not recommend sending cash through the post. If you cannot avoid this, please use a recorded delivery postal service and enclose your application reference details. Please tick the box below to confirm you are enclosing cash.

I have enclosed cash with my application ☐

Paying by credit or debit card

If you are paying by credit or debit card, either we can call you or you can fill in the separate form CC1. We will destroy your card details once we have processed your payment. We can accept payments by Visa, MasterCard or Maestro card only.

Please call me to arrange payment by debit or credit card ☐

I have enclosed form CC1 with my application ☐

Paying by electronic transfer BACS reference

If you choose to pay by electronic transfer you will need to use the following information to make your payment.

Company name: Environment Agency
 Company address: Income Dept 311, PO Box 263, Peterborough, PE2 8YD
 Bank: Citigroup Centre
 Address: Canada Square, London, E14 5LB
 Sort code: 08-33-00
 Account number: 12800543
 Payment reference number: xxxxxxxxxxxxxx

You should also email your payment details and reference number (this can be the customer reference, permit reference or an application reference from the pre-application stage) to FSC-Income@environment-agency.gov.uk or fax it to 01733 464 892.

If you are making your payment from outside the United Kingdom, it must be in sterling. Our IBAN number is GB23 CITI0833 0012 8005 43 and our SWIFTBIC number is CITI GB2LXXX.

If you do not quote your reference number (this can be the customer reference, permit reference or an application reference from the pre-application stage), there may be a delay in processing your payment and application.

Now read section 4 below.

4 The Data Protection Act 1998

We, the Environment Agency, will process the information you provide so that we can:

- deal with your application;
- make sure you keep to the conditions of the licence, permit or registration;
- process renewals; and
- keep the public registers up to date.

We may also process or release the information to:

- offer you documents or services relating to environmental matters;
- consult the public, public organisations and other organisations (for example, the Health and Safety Executive, local authorities, the emergency services, the Department for Environment, Food and Rural Affairs) on environmental issues;
- carry out research and development work on environmental issues;
- provide information from the public register to anyone who asks;
- prevent anyone from breaking environmental law, investigate cases where environmental law may have been broken, and take any action that is needed;
- assess whether customers are satisfied with our service, and to improve our service; and
- respond to requests for information under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004 (if the Data Protection Act allows). We may pass the information on to our agents or representatives to do these things for us.

Now read section 5 below.

5 Confidentiality and national security

We will normally put all the information in your application on a public register of environmental information. However, we may not include certain information in the public register if this is in the interests of national security, or because the information is confidential.

You can ask for information to be made confidential by enclosing a letter with your application giving your reasons. If we agree with your request, we will tell you and not include the information in the public register. If we do not agree with your request, we will let you know how to appeal against our decision, or you can withdraw your application.

Only tick the box below if you wish to claim confidentiality for your application

Please treat the information in my application as confidential ☐

National security

You can tell the Secretary of State that you believe including information on a public register would not be in the interests of national security. You must enclose a letter with your application telling us that you have told the Secretary of State and you must still include the information in your application. We will not include the information in the public register unless the Secretary of State decides that it should be included.

You can find guidance on national security in 'Core Environmental Permitting Guidance' published by Defra and available via our website at www.environment-agency.gov.uk.

You cannot apply for national security via this application.

Now go to section 6.

6 Declaration

If you knowingly or carelessly make a statement that is false or misleading to help you get an environmental permit (for yourself or anyone else), you may be committing an offence under the Environmental Permitting (England and Wales) Regulations 2010.

A relevant person should make the declaration (see guidance notes on part F2). An agent acting on behalf of an applicant is NOT a relevant person.

Each individual (or individual trustee) who is applying for their name to appear on the permit must complete this declaration. You will have to print a separate copy of this page for each additional individual to complete.

Note: If you are unable to trace one or more of the current permit holders please see below under the transfers declaration.

I declare that the information in this application is true to the best of my knowledge and belief. I understand that this application may be refused or approval withdrawn if I give false or incomplete information.

If you deliberately make a statement that is false or misleading in order to get approval you may be prosecuted.

I confirm that my standard facility will fully meet the rules that I have applied for (this only applies if the application includes standard facilities)

☐

Tick this box to confirm that you understand and agree with the declaration above

☐

6 Declaration, continued

Tick this box if you do not want us to use information from any ecological survey that you have supplied with your application (for further information please see the guidance notes on part F2) ☐

Name

Title (Mr, Mrs, Miss and so on)

First name

Last name

on behalf of (if relevant; for example, a company or organisation and so on)

Position (if relevant; for example, a company or organisation and so on)

Today's date (DD/MM/YYYY)

7 Application checklist (you must fill in this section)

If your application is not complete we will return it to you. If you aren't sure about what you need to send, speak to us before you submit your application.

You must do the following:

Complete legibly all parts of this form that are relevant to you and your activities ☐

Identify relevant supporting information in the form and send it with the application. ☐

List all the documents you are sending in the table below. If necessary, continue on a separate sheet. This separate sheet also needs to have a reference number and you should include it in the table below ☐

For new permits or any changes to the site plan, provide a plan that meets the standards given in the guidance note on part F2 ☐

Provide a supporting letter for any claim that information is confidential ☐

Get the declaration completed by a relevant person (not an agent) ☐

Send the correct fee ☐

Part, section and question number	Document title	Document reference

8 How to contact us

If you need help filling in this form, please contact the person who sent it to you or contact us as shown below.

General enquiries: 03708 506 506 (Monday to Friday, 8am to 6pm)

Textphone: 03702 422 549 (Monday to Friday, 8am to 6pm)

Email: enquiries@environment-agency.gov.uk

Website: www.environment-agency.gov.uk

If you are happy with our service, please tell us. It helps us to identify good practice and encourages our staff. If you're not happy with our service, please tell us how we can improve it.

Please tell us if you need information in a different language or format (for example, in large print) so we can keep in touch with you more easily.

9 Where to send your application (for how many copies to send see the guidance note on part F2)

Please send your filled in application form to:

Permitting Support Centre

Quadrant 2

99 Parkway Avenue

Parkway Business Park

Sheffield

S9 4WF.

Do you want all information to be sent to you by email?

Please tick this box if you wish to have all communication about this application sent via email (we will use the details provided in Part A) ☐

Feedback

(You don't have to answer this part of the form, but it will help us improve our forms if you do.)

We want to make our forms easy to fill in and our guidance notes easy to understand. Please use the space below to give us any comments you may have about this form or the guidance notes that came with it.

How long did it take you to fill in this form? _____

We will use your feedback to improve our forms and guidance notes, and to tell the Government how regulations could be made simpler.

Would you like a reply to your feedback?

Yes please ☐

No thank you ☐



For Environment Agency use only

Date received (DD/MM/YYYY)

Our reference number

Payment received?

No ☐

Yes ☐

Amount received

£ _____