

**Oxfordshire County Council Household Waste Recycling Centre (HWRC)**  
**Van and Trailer e-Permit scheme**

**Terms and Conditions**

**Before completing the application form, please read the following terms and conditions:**

1. An HWRC van and trailer e-permit allows Oxfordshire householders to access HWRCs in a commercial-type vehicle (up to 3.5 tonnes gross/laden weight) or with a towed trailer between 1.8m/6 feet and 3.0m/10 feet in length.
2. A household may be granted only one permit at a time. It is not permissible to apply for a permit for multiple commercial-type vehicles or for both a commercial-type vehicle and a trailer or for vehicles/ trailers to be registered to multiple addresses.
3. Permits will only be issued to Oxfordshire households.
4. Access to HWRCs will be refused for commercial-type vehicles or trailers with a bed length between 1.8m and 3.0m in length without a permit.
5. Commercial-type vehicles over 3.5 tonnes gross/laden weight or trailers with a bed length over 3m (10ft) are not allowed on site.
6. Box or Luton vans are not permitted on HWRCs.
7. Mini buses over 3.5 tonnes are not allowed on to the HWRCs. Mini buses do not require a permit but are not allowed to tow trailers onto the HWRC sites.
8. Tractors are not permitted on HWRCs. The Council would consider in cases where the tractor is exceptionally small to make a concession and it would remain the responsibility of the householder to contact us in advance, but no towing with a tractor would be permitted.
9. Trailers cannot be towed to site using a commercial-type vehicle.
10. Holders of trailer permits will be allowed to tow with 2 separate vehicles. The Council must have given prior approval for this to take place.
11. The permit is only valid for the commercial-type vehicle or trailer described on your application. Permits are approved per vehicle/trailer, so any member of your household or driver you designate may visit the site with this vehicle/trailer.
12. Permits will only be issued to householders who intend to deposit their own household waste.
13. A permit provides permission to enter the HWRC only and is not a permit to deposit waste, which will be subject to Oxfordshire County Council's Waste Acceptance Policy. Depending on the frequency of visits and/or type of waste being deposited, permit holders may be asked to complete a Disclaimer Form to confirm that the waste is from a household source and is not from a business or being carried for profit.
14. HWRCs are strictly for household waste and recyclables only and trade waste is not permitted. Trade waste is defined as waste arising from any trade, business, industrial or commercial activities. Anyone who has received any payment for carrying waste or produces waste from their work cannot take this waste to an HWRC. Site staff have the right to turn away anyone suspected of bringing trade waste to site.
15. HWRC site staff will check the permit record by the unique permit number or vehicle registration.
16. If you visit the HWRC network more than once in one day, each visit will be counted separately.
17. Permits are valid for 12 individual visits per year.
18. Permits are valid for all HWRCs in Oxfordshire.
19. Permits will expire if the permit is not used for 24 consecutive months from the date of issue
20. Permits that have been used will automatically renew on the permit anniversary date.
21. If you change your address or vehicle, please call 01865 816043.
22. Oxfordshire County Council reserves the right to cancel permits or amend the operation of the HWRC household permit scheme at any time.

**If you have any further enquiries regarding the HWRC household permit scheme, please call 01865 792422 or 0345 3101111 (option 4).**