***Application Form for Certificate of Retailer Registration in accordance with***

**European Union (Waste Electrical and Electronic Equipment) Regulations, 2014 (S.I. No. 149 of 2014)**

**and/or**

**Waste Management (Batteries and Accumulators) Regulations 2014 (S.I. No. 283 of 2014)**

1. Name of applicant \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Trade nameii \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 CRO[[1]](#footnote-1)\* No. (if applicable) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Address of Registered Office/Principal Place of Business

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Telephone No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ mobile number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Fax No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ e-mail address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Location of Premises at or from which WEEE is or will be stored: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Is the applicant the owner and/or sole proprietor of the business? **YES** [ ]  **NO** [ ]

 If not, state the name(s) and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 address(es) of the owner, all \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 partners and/or parent \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 companyiii \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Does the company or business owner import Electrical and Electronic Equipment (EEE)? **YES [ ]  No** [ ]

Does the company or business owner supply batteries (incl. batteries incorporated into EEE)? **YES [ ]  No** [ ]

*If, so what types of batteries are supplied: Automotive [ ]  Industrial [ ]  Portable [ ]*

***Note: Distributors of portable batteries only are not required to complete registration***

1. Specify the relevant categories listed in the First Schedule of the European Union (Waste Electrical and Electronic equipment) Regulations, 2014iv to which the application relates (examples of products falling under each of the categories are listed in the Second Schedule. Some common examples are provided at v. in the Notes on pg 3).

1. Large household appliances [ ]  6. Electrical and electronic tools [ ]

2. Small household appliances [ ]  7. Toys, leisure and sports equipment [ ]

3. IT and telecommunications equipment [ ]  8. Medical devices [ ]

4. Consumer equipment [ ]  9. Monitoring and control instruments [ ]

5. Lighting equipment [ ]  10. Automatic dispensers [ ]

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Declaration**:

I/we hereby make application for registration, pursuant to the provisions of the European Union (Waste Electrical and Electronic Equipment) Regulations, 2014

I/we certify that:

* The storage site located at the premises to which this application applies is equipped with impermeable surfaces and spillage collection facilities.
* The storage site located at the premises to which this application applies is equipped with weatherproof covering.

I/we certify that the quantities stored at the premises to which this application applies will not exceed

1. 45M3 in total of Household WEEE other than WEEE specified in points ii and iii below lighting and
2. One thousand (1000) units of WEEE listed in category 5 of the First Schedule or
3. 25 kgs of mobile phones, unless I/we hold a waste licence in accordance with the requirements of Section 39(1) of the Waste Management Acts 1996, as amended

I/we certify that all records relating to quantities of WEEE taken back, stored, and removed from the premises will be maintained for a period not less than two years and will be made available in such as form and at such frequency, as may be specified by the local authority or EPA.

I/we certify that the information given in this application is truthful, accurate and complete (see notes below).

I/we have no objection to the provision by the local authority of a copy of the application or parts thereof to any person.

I/we enclose a cheque / bank draft / postal order for the value of €200.

|  |  |  |  |
| --- | --- | --- | --- |
| Signature(s): | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Print name(s): | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Date: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Position(s) in organisation: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| On behalf of (name of organisation): | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Registration will be held in the name of the owner as indicated in section (1) or, as appropriate section (3). Only one name may be specified for this purpose.**

**In the case of a franchise, partnership or application by or on behalf of a parent company the applicant as well as all owners must sign and date the declaration.**

**Return to:**

**This form, along with the registration fee must be submitted to the Environment Section of the local authority, within whose functional area the retail premises resides**vii**. This registration will cover the period up until end December 2014. Registration will be an annual event each January thereafter.**

NOTES:

i. Trade name should be stated as it appears on invoices issues from and/or signage at the premises to which the application applies.

iii. If different from the name of the applicant, as indicated in Section (1) the Registration will be held in the name of the owner indicated here. Otherwise, registration will be held in the name of the applicant, as owner and as indicated in Section (1).

iv. The European Union (Waste Electrical and Electronic Equipment) Regulations, 2014 may be obtained from the Government Publications Sales Office, Sun Alliance House, Molesworth Street, Dublin 2, Tel (01) 888 2473, or by mail order from Government Publications, Postal Trade Section, 4/5 Harcourt Road, Dublin 2 (Fax 01- 475- 2760)

v. Common examples of types of equipment in each of the categories are as follows;

 Category 1 – fridge freezers, washing machines, dishwashers, electric stoves

 Category 2 – vacuum cleaners, irons, toasters, coffee machines, clocks

 Category 3 – PCs, laptops, printers, calculators, telehones

 Category 4 – televisions, video cameras, musical instruments, radios

 Category 5 – fluorescent lamps, high intensity discharge lamps

 Category 6 – drills, sewing machines, nail guns, soldering irons

 Category 7 – electric trains, video games, sporting computers, coin slot machines

 Category 8 – radiotherapy equipment, pulmonary ventilators, dialysis equipment

 Category 9 – smoke detectors, heating regulators, thermostats

 Category 10 – hot drinks dispensers, cold drinks dispensers, money dispensers

vi. Whereas the European Union (waste electrical and electronic equipment) regulations 2014 exempt retailers from having to posess waste collection permits and waste licences in certain circumstances, it is important to note that registration does not dispense with any statutory requirement to comply with sections 34(1) and 39(1) of the waste management acts 1996 to 2005 concerning waste collection permits and the requirement to hold a waste licence.

vii. The following are the contact addresses for each local authority;

Carlow County Council, County Offices, Athy, Co. Carlow (059) 917 03 00

Cavan County Council, Courthouse, Cavan, Co. Cavan (049) 4331 799

Clare County Council, New Road, Ennis, Co. Clare (065) 6821 616

Cork City Council, City Hall, Cork (021) 4966 222

Cork County Council, County Hall, Cork (021) 427 68 91

Donegal County Council, County House, Lifford, Co. Donegal (074) 917 22 22

Dublin City Council, Headquarters, Civic Offices, Wood Quay, Dublin 8 (01) 6722 222

Dun Laoghaire Rathdown County Council, Marine Road, Dun Laoghaire, Co. Dublin (01) 2054 700

Fingal County Council, County Hall, Main Street, Swords, Co. Dublin (01) 890 5000

Galway City Council, City Hall, College Road, Galway (091) 53 64 00

Galway County Council, PO Box 27, County Hall, Prospect Hill, Galway (091) 509 000

Kerry County Council, Aras an Chontae, Tralee, Co. Kerry (066) 7121 111

KIldare County Council, Head Office, St Mary’s, Naas, Co. Kildare (045) 873 800

Kilkenny County Council, County Hall, John Street, Kilkenny (056) 775 26 99

Laois County Council, County Hall, Portlaoise, Co. Laois (0502) 220 44

Leitrim County Council, Aras and Chontae, Carrick-on-Shannon, Co. Leitrim (071) 962 0005

Limerick City Council, City Hall, Limerick (061) 41 57 99

Limerick County Council, 79/84 O’Connell Street, Limerick (061) 31 84 77

Longford County Council, Great Water Street, Longford (043) 46231

Louth County Council, County Offices, Millennium Centre, Dundalk, Co. Louth (042) 9335 457

Mayo County Council, Aras and Chontae, Castlebar, Co. Mayo (094) 902 44 44

Meath County Council, County Hall, Navan, Co. Meath (046) 902 15 81

Monaghan County Council, County Offices, The Glen, Monaghan (047) 30500

Offaly County Council, Aras and Chontae, Charleville Road, Tullamore, Co. Offaly (0506) 46800

Roscommon County Council, Courthouse, Roscommon (090) 663 71 00

Sligo County Council, Riverside, Sligo (071) 915 66 66

South Dublin County Council, P.O. Box 4122, Town Centre, Tallaght, Dublin 24 (01) 4149000

Tipperary North County Council, Courthouse, Nenagh, Co. Tipperary (067) 44500

Tipperary South County Council, Aras an Chontae, Clonmel, Co. Tipperary (052) 34455

 Waterford City Council, City Hall, The Mall, Waterford (051) 30 99 00

Waterford County Council, Civic Offices, Dungarvan, Co. Waterford (058) 220 00

Westmeath County Council, County Buildings, Mullingar, Co. Westmeath (044) 320 00

Wexford County Council, County Hall, Wexford (053) 9165 000

Wicklow County Council, County Buildings, Wicklow (0404) 20100

1. \* Companies Registration Office [↑](#footnote-ref-1)