APPLICATION FOR DISPOSAL ACCOUNT

1 INTRODUCTION
A general waste collector (hereafter called the “Applicant”) that disposes of waste at the disposal facilities may open a disposal account (“Disposal Account”) with the National Environment Agency (NEA). With a Disposal Account, the general waste collector will be billed fortnightly or monthly for the disposal charges incurred at the disposal facilities.

2 APPLYING FOR A DISPOSAL ACCOUNT

2.1 Application Form
The application form “Application for Disposal Account” is to be submitted by the Applicant together with certified true copies of company/business registration particulars from the Accounting and Corporate Regulatory Authority of Singapore (ACRA) and Land Transport Authority (LTA) vehicle registration notification for all the vehicles to be registered under the Disposal Account.

2.2 Fees Payable
The Applicant is required to provide NEA with a Credit Account deposit to open a Disposal Account. The Credit Account deposit shall be equivalent to:

- 2 months’ disposal charges for the estimated refuse tonnage disposed in case of monthly billing or;
- 1 month’s disposal charges for the estimated refuse tonnage disposed in the case of fortnightly billing.

NEA shall have the full discretion to decide on the quantum of the Credit Account deposit.

Disposal account credit shall have a credit facility of up to 90% (ninety percent) of amount of Credit Account deposit. The Disposal Account shall be suspended in the event this credit facility is exceeded for any reason whatsoever.

Applicant shall forthwith top-up the Credit Account deposit in the event that it is drawn down for any reason whatsoever. If the Applicant fails to do so within fourteen (14) days of being notified by NEA in writing or a new banker’s/insurer’s guarantee provided within thirty (30) days of the expiry of the existing banker’s/insurer’s guarantee, NEA shall have the right to terminate the Disposal Account without further notice.
REGISTRATION OR DEREGISTRATION OF VEHICLES UNDER DISPOSAL ACCOUNT

3.1 Registration of New Vehicles

The Applicant must use the “Application for Registration/Deregistration of Vehicles” for subsequent registration of new vehicles or deregistration of existing vehicles. The application form must be duly completed and submitted to NEA together with the certified true copies of the LTA vehicle registration notification for each new vehicle to be registered.

3.2 Deregistration of Existing Vehicles

The Applicant shall inform NEA in writing when any of the existing vehicles are sold, scrapped or for whatever reason, no longer used under the Disposal Account. Applicant shall be responsible for all disposal charges incurred by such vehicle until such time NEA receives the written notification of deregistration of the vehicle. The Applicant has to complete and submit the application form “Application for Registration & Deregistration of Vehicles” for deregistration of the vehicle.

4 CHANGES OF VEHICLE PARTICULARS & REGISTERED ADDRESS

The Applicant shall forthwith inform NEA in writing of any changes in the details of its existing vehicles. The Applicant has to submit the LTA vehicle’s registration notification (certified true copies) to the Waste & Resource Management Department, 40 Scotts Road, #11-00 Environment Building, Singapore 228231.

The Applicant shall also inform NEA in writing forthwith of any changes to his/its registered address.

5 ACCOUNT CLOSURE

When the Applicant wishes to cease disposing of waste at waste disposal facilities, and close his/its Disposal Account, he/it has to send a letter to inform the Waste & Resource Management Department. Applicant shall be responsible for all disposal charges incurred under the disposal account until such time NEA receives the written notification of account closure. All the vehicles under the disposal account will be de-registered upon account closure. NEA shall have the right to close the account if the account has not been active for a continuous period of 12 (twelve) months.

6 ENQUIRIES

The Applicant may contact the following personnel for enquiries:

Opening/Closing of Disposal Account Matters:
Mr David Tang / Ms Teng Guat Hwa – 67319310 (Tel) / 67319731 (Fax)

Registration/De-registration of Vehicles Matters:
Ms Sandy Chew – 6731 9239/ Ms Soh Jing Yi – 6708 6075 (Tel)

7 INSTRUCTIONS

7.1 Please submit the following documents together with this application form:

a) Certified true copy of the company’s/business’/firm’s particulars obtainable from the Accounting and Corporate Regulatory Authority of Singapore (ACRA);

b) Certified true copy of the LTA’s vehicle registration notification for each of the vehicles to be registered
7.2 **Fees payable with this application:**
   a) Credit Account Deposit – equivalent two months disposal charges for the estimated refuse tonnage disposed if you choose monthly billing or one month disposal charges for the estimated refuse tonnage disposed if you choose fortnightly billing. The deposit shall be in the form of cheque or banker’s/insurer’s guarantee. Cheque shall be crossed and made payable to “National Environment Agency”.

   b) Banker’s/insurer’s guarantee (in the form approved by NEA) should be issued in favour of:

   National Environment Agency
   40 Scotts Road
   #11-00 Environment Building
   Singapore 228231

7.3 Please send the duly completed application form with the required documents/payment mentioned at paragraphs 7.1 and 7.2 above to:

   Waste & Resource Management Department
   National Environment Agency
   40 Scotts Road
   #11-00 Environment Building
   Singapore 228231

8 **ANY OMISSIONS OR INCORRECT INFORMATION WILL RENDER THE APPLICATION NULL AND VOID.**
APPLICATION FOR DISPOSAL ACCOUNT

This form may take about 15 minutes to complete. Please be informed that all sections of the form have to be completed. Enter ‘NIL’ for sections that are not applicable.

The National Environment Agency (NEA) collects personal information to carry out its various functions and duties under the National Environment Agency Act (Cap 195) including the implementation of environmental and public health policies in Singapore and any other related purposes. I hereby consent to NEA’s use of the information provided by me in the course of any application I have made to the NEA, to facilitate the processing of such application for such purposes. I hereby further consent to NEA sharing the information in such application with other Government agencies, or non-government entities authorised to carry out specific government services, unless prohibited by legislation.

You will need the following information to fill in the form:

- Vehicle registration number, type of vehicle and type & estimated quantity of waste to be disposed.

Name of Company/Partnership/Firm:

<table>
<thead>
<tr>
<th>Company/Business UEN No:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tel No. / Fax No.</td>
</tr>
<tr>
<td>E-mail Address:</td>
</tr>
</tbody>
</table>

Name of Applicant: (Company’s/Partnership’s/Firm’s authorised representative)

Address of Company/Partnership/Firm:

General Waste Collector’s Licence No.

Details of refuse collection vehicles to be used:

<table>
<thead>
<tr>
<th>S/No</th>
<th>Vehicle No.</th>
<th>Type of Vehicle*</th>
<th>Type of Waste carried (Pls Delete Accordingly)</th>
<th>Load Type (For Official Use)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td>A / B</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td>A / B</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
<td>A / B</td>
<td></td>
</tr>
</tbody>
</table>

For Official Use: Date of Vehicle(s) Approved: Approved by: Signature:

* Please state whether the vehicle is an open lorry, hook-lift vehicle, compaction vehicle, tanker truck, prime mover etc.

Details of disposal activity:

<table>
<thead>
<tr>
<th>Disposal Site</th>
<th>Estimated Monthly Tonnage</th>
<th>Disposal Site</th>
<th>Estimated Monthly Tonnage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Senoko Waste-to-Energy Plant</td>
<td></td>
<td>Tuas Marine Transfer Station</td>
<td></td>
</tr>
<tr>
<td>Tuas Incineration Plant</td>
<td></td>
<td>Tuas South Incineration Plant</td>
<td></td>
</tr>
<tr>
<td>Keppel Seghers Tuas Waste-to-Energy Plant</td>
<td></td>
<td>Total Estimated Monthly Tonnage:</td>
<td></td>
</tr>
</tbody>
</table>

I/We* confirm that:

(a) the information given herein is true to the best of my/our knowledge and belief;
(b) I/We* agree with, and will comply with/abide by the Instructions for Application of Disposal Account; and
(c) I/We* wish to be billed on a Monthly / Fortnightly* basis.

Signature of Applicant ___________________________ Date ____________

*Delete as appropriate