**Application Form for Certificate of Retailer Registration**

***in accordance with***

**European Union (Waste Electrical and Electronic Equipment) Regulations 2014**

**and/or**

**European Union (Batteries and Accumulators) Regulations 2014**



**All sections of the application form must be completed**

***Cash Office – Receipt To:***

WEEE & Battery Regulations Fee

EN005 0588901i

**(Please Use Block Capitals)**

Registration Re-Registration

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

Trading As i & ii \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Address of Registered Office/Principal Place of Business

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

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Telephone No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Mobile number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

1. Address of Premises subject to registration: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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1. Name of the contact person (responsible for compliance with S.I. No. 149of 2014 and S.I. No. 283 of 2014iii) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Person’s Telephone No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Person’s E-mail \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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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

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1. **Declaration**:

I/we hereby make application for registration/re-registration, pursuant to the provisions of the Waste Management Act 1996 and

1. The European Union (Waste Electrical and Electronic Equipment) Regulation, 2014, and where appropriate
2. The European Union (Batteries and Accumulators) Regulations 2014

I/we certify that:

* The storage facility for WEEE located at the premises to which this application applies is equipped with impermeable surfaces and spillage collection facilities.
* The storage facility for WEEE 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 Category 5 of the First Schedule
2. One thousand (1,000) units of WEEE listed in Category 5 of the First Schedule (lighting equipment) or
3. 25 kg 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 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.

|  |  |  |  |
| --- | --- | --- | --- |
|  | (1.) | (2.) | (3.) |
| **Signature** |  |  |  |
| **Print Name** |  |  |  |
| **Date** |  |  |  |
| **Position 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.
* 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. This registration will cover the period up until the end of December of each year. Registration will be an annual event each January thereafter.

**Notes:**

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

ii. Name registration will be held in.

iii. The European Union (Waste Electrical and Electronic Equipment) Regulations 2014 and the European Union (Batteries and Accumulators) 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), or online at http://www.irishstatutebook.ie/

iv. 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

v. Whereas the European Union (Waste Electrical and Electronic Equipment) Regulations 2014 exempt retailers from having to possess 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 as amended, concerning waste collection permits and the requirement to hold a waste licence.

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



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