

CITY OF WHITTLESEA COMMUNITY BIN TRAILER

Hire Conditions and Agreement

To encourage recycling at sporting and community events, community groups can hire the community bin trailer for free.

The trailer is a tandem, double axle, caged trailer that contains:

- 6 x 240 litre garbage bins and bin caps
- 6 x 240 litre recycling bins and bin caps

Community events often generate many waste items that can be recycled, such as cans, bottles and cartons. However recycling bins are not always available at small community events and therefore recyclable items are often disposed of in the garbage

How it works:

1. On behalf of your community group, you can book and hire the trailer, subject to availability. Bookings are required at least 48 hours prior to the event, phone 9401 0555.
2. Before the scheduled collection date, you need to arrange a time to collect and return the trailer and key with a Council Officer from the Environmental Operations Team.
3. The trailer and key needs to be collected from and returned to the Epping Depot, 68 Houston Street, Epping (Melway 182 A10) between 8:30am - 5:00pm, Monday to Friday.
4. The person collecting the trailer on behalf of the community group must:
 - sign off on the hire agreement
 - provide a current drivers licence
 - drive a registered, comprehensively insured vehicle that is suitable to tow the trailer
5. After completion of the event, return the bin trailer and key to the Epping Depot.

In order to ensure that the bins and bin caps remain in the best condition for subsequent users, the Community Bin Trailer is thoroughly checked over after each use. Please ensure you report any damage to the trailer or contents.

Once the Community Bin Trailer has been returned to the Epping Depot the garbage and recycling bins are emptied accordingly by Council's kerbside service contractor, Visy.

www.whittlesea.vic.gov.au



Free Telephone Interpreter Service

عربي	9679 9871	Hrvatski	9679 9872	Italiano	9679 9874	Türkçe	9679 9877
廣東話	9679 9857	Ελληνικά	9679 9873	Македонски	9679 9875	Việt-ngữ	9679 9878
				普通话	9679 9876	Other	9679 9879

Call 03 9217 2170 Email info@whittlesea.vic.gov.au TTY Hearing Impaired 133 677 (ask for 9217 2153)

Conditions

1. You must ensure that the vehicle you intend to tow the trailer with is adequate to do so, registered, road worthy and comprehensively insured.
2. You must have a valid driver's licence and carry it at all times when driving with the Community Bin Trailer.
3. Before towing the trailer you must make sure it is safe to be on the road and check:
 - All lights and indicators are functioning correctly
 - The chain at the rear of the trailer is hooked across the trailer to secure the load.
 - Ensure the park brake near the jockey wheel is not engaged on the trailer.
4. Community groups hiring the Community Bin Trailer must not hire or lend the trailer to another group or any other person.
5. You will be responsible for the Community Bin trailer's supervision at all times and the trailer should be secured in an appropriate location. If kept overnight, please ensure that the trailer is locked securely and stored off-street to prevent damage.
6. You must accept full responsibility for any damage resulting from an accident associated with the trailer.

If the trailer receives damage from an incident other than a reported accident, you are responsible for meeting all cost associated this damage and liable to pay the excess for any insurance claim that Council needs to make.

7. Any faults with the trailer must be reported to Council's Environmental Operations Team on return of the trailer or if urgent, immediately by phoning 9401 0555.
8. Appropriate material must be placed in each bin. There are stickers on the bins that indicate which items belong in each bin. Recyclable items include empty cans, bottles, milk and juice cartons and clean paper such as newspapers and magazines.
9. You must ensure all bins and bin caps are to be returned with the trailer. Bin caps are to be placed back inside the trailer in stacks of two or three and placed at the rear of the trailer on the top level.
10. When returning the trailer to the Epping Depot it must be locked and placed back in its original position ensuring both wheels are chocked and trailer brake engaged. The key to the trailer must be returned to a Council Officer from the Environmental Operations Team.
11. Cancellations – If a booking is not required, the hirer must advise Council's Environmental Operations Team as soon possible.

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Community Bin Trailer Hire Agreement

Name of person responsible (driver):

Community group:

Event:

Address:

Contact numbers:

Driver's licence no.: Expires:

Time & date of pick up:

Time & date of return:

I have read and fully understand the Council's conditions for hiring the Community Bin Trailer.

Signature: Date:

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