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## Durham County Council Neighbourhood Services



### Application for an Account for the Depositing of Builder's Skip on the Highway

To apply for an account to be submitted on a monthly basis please complete this form and submit it to:

Regeneration and Local Services  
St John's Road  
Meadowfield Industrial Estate  
Meadowfield  
Durham  
DH7 8XQ

The form should be attached to a formal letter on your company letterhead agreeing to pay all invoices submitted by Durham County Council within 21 days and should also enclose a copy of your current insurance certificate indicating that you have Public Liability Insurance cover for £5,000,000.

Please note that the current fee for a licence is £27.90 per skip for a period of 14 days, £20.40 for a renewal and individual application forms should be submitted online **3 working days** prior to the skip being required on site.

Company Name

Address

Company Contact

Telephone Number  
(and extension if any)

Mobile Number (and  
extension if any)

Fax Number

Email Address

How many skips does your  
Company currently own

Do you have the required  
Public Liability Insurance  
at £5m or over

Name of Insurer

Date of Expiry

(A copy of your Certificate of Insurance must be attached in support of your application)

For assistance in completing this form please contact:

Highways Business Support:        03000 269 196

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To qualify for an account with Durham County Council operators must own at least 5 skips and must have Public Liability Insurance Cover for £5,000,000.

Skip applications must still be submitted 3 days prior to being required on site and the terms and conditions for each licence must be accepted before the licence becomes valid. The majority of these forms will be pre-completed from your account details but you will be able to change any of the contact details prior to submission of the form.

Invoices will be submitted for payment as soon as possible after the end of each month and these **must be paid within 21 days**.

Account details and passwords will be made available to all successful applicants. To change these details or request a revised password you will need to contact the Neighbourhood Services Income Team.