***Waste Reduction and Recycling Act 2011***

Cancellation of a resource recovery area

The operator of a waste disposal site may use this form to notify the cancellation of a resource recovery area (RRA), under section 72V of the Waste Reduction and Recycling Act 2011 (the Act). The operator of a waste disposal site may cancel the area’s declaration by giving this notice of the proposed cancellation, at least 30 days before the cancellation is to take effect. From the date the cancellation of the RRA takes effect, the area becomes part of the levyable waste disposal site and all waste within the cancelled area is taken to be levyable waste.

**Please complete all sections of this form**. If all requirements of cancelling the RRA are met, the department will send an acknowledgement and the RRA will be cancelled on your site profile page in the Queensland Waste Data System.

*When completing this form, it is recommended that operators read the information regarding RRAs and the waste levy on the Queensland Government’s* [*website*](http://www.qld.gov.au/wastedisposallevy)*. This information will assist the operator in identifying any fees and supporting information that may be needed for the declaration.*

1. **Business details**

|  |  |
| --- | --- |
| NAME OF COMPANY/ORGANISATION | |
| TRADING NAME (if applicable) | |
| ABN/ACN | |
| CHIEF EXECUTIVE OF COMPANY/ORGANISATION | |
| REGISTERED OFFICE ADDRESS (not a post office box) | |
| SUBURB | POSTCODE |
| POSTAL ADDRESS (if different from above) | |
| SUBURB | POSTCODE |
| OFFICE MAIN PHONE | |
| EMAIL OF ENTITY (if applicable) | |
| CONTACT PERSON FOR DECLARATION | |
| POSITION | |
| PHONE | MOBILE |
| EMAIL | |

How would you like to receive correspondence from the department?

|  |  |
| --- | --- |
| To your nominated email addresses above | Mailed to your postal address above |

1. **Waste disposal site and RRA details**

|  |
| --- |
| SITE NAME |
| SITE ID <from the Queensland Waste Data System>  C |
| RRA ID <from QWDS>  RRA |
| SITE ADDRESS <physical address, Lot/Plan, Global Positioning System (GPS) coordinates> |

1. **Details of entity responsible for managing the RRA** *<Please complete this section ONLY if the RRA is not managed by the waste disposal site operator>*

|  |
| --- |
| ENTITY NAME |
| ABN/ACN |
| CONTACT DETAILS OF PERSON MANAGING RRA  Name:  Phone:  Email:  Postal address: |

1. **Environmental authority (EA) and licencing details**

|  |
| --- |
| ENVIRONMENTAL AUTHORITY NUMBER OF WASTE DISPOSAL SITE |
| ENVIRONMENTAL AUTHORITY HOLDER NAME |

1. **Cancellation details – day of effect**

Day the cancellation is to take effect: *<NOTE: The notification of a cancellation of a RRA must be submitted to the department at least 30 days before the cancellation is to take effect. >*

|  |
| --- |
| DATE CANCELLATION TAKES EFFECT:  Click or tap to enter a date. |
| IS THERE ANY WASTE THAT WILL REMAIN WITHIN THE RRA PROPOSED TO BE CANCELLED, AFTER THE CANCELLATION TAKES EFFECT?  YES <All waste within the cancelled area is, for the purposes of the waste levy, taken to be waste delivered to the levyable waste disposal site>  DESCRIBE TYPES OF WASTE AND TONNAGES:   |  |  | | --- | --- | | **Type of waste or other materials** | **Total amount (in tonnes)** | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  |   NO |

1. **Declaration**

*<****Note:*** *This section is to be completed by the person authorised to sign this declaration on behalf of the waste disposal site operator. If you have provided false or misleading information in this declaration you may be liable for prosecution under the Act.>*

* I am notifying the cancellation of the RRA described in this form.
* I understand that, from the day the RRA cancellation takes effect, the area becomes part of the levyable waste disposal site and all waste within the cancelled area is, for the purposes of the waste levy, taken to be waste delivered to the levyable waste disposal site.
* I do solemnly and sincerely declare that the information provided is true and correct to the best of my knowledge.
* I understand that it is an offence under sections 265 and 265A of the Act to give to the chief executive information, or a document containing information that I know to be false, misleading or incomplete in a material particular.
* I understand that all information supplied on or with this declaration may be disclosed publicly in accordance with the *Right to Information Act 2009* and the *Evidence Act 1977*.

|  |  |
| --- | --- |
| FULL NAME | POSITION |
| SIGNATURE | DATE Click or tap to enter a date.  *<Note: this date will be used as the notification date OF THE CANCELLATION OF THE RRA. 30 DAYS FROM THIS DATE WILL BE THE EFFECTIVE DATE OF CANCELLATION.>* |

1. **Signature of entity or entities, other than the waste disposal site operator, managing the RRA <if applicable>**

|  |  |
| --- | --- |
| FULL NAME OF PERSON MANAGING RRA | POSITION |
| SIGNATURE | DATE Click or tap to enter a date.  *<Note: this date will be used as the notification date OF THE CANCELLATION OF THE RRA. 30 DAYS FROM THIS DATE WILL BE THE EFFECTIVE DATE OF CANCELLATION.>* |

1. **Applicant checklist**

Notification completed and signed by the waste disposal site operator.

Form signed by any entity, other than the waste disposal site operator, managing the RRA (if applicable).

Supporting information attached (if applicable).

**Please submit this completed form and supporting information using one of the following methods:**

**Email:** [wastelevyapps@des.qld.gov.au](mailto:wastelevyapps@des.qld.gov.au)

The email subject line should state ‘Cancellation of a resource recovery area’. The file size limit for submission via email is 20MB. Any submission via email which exceeds 20MB will need to be broken down into separate emails, with each email subject line clearly stating ‘Part X of X’ (e.g. Part 1 of 2).

If needed, please contact Levy Services at wastelevyapps@des.qld.gov.au

**Privacy statement**

The Department of Environment, Science and Innovationis committed to protecting the privacy, accuracy and security of your personal information in accordance with the *Information Privacy Act 2009*. The department is collecting your personal information in this form in order to determine what information is available and respond to your request. The information will only be accessed by authorised employees within the department. Your information will not be given to any other person or agency unless you have given us permission or we are authorised or required by law. All information supplied on this form may be disclosed publicly in accordance with the *Right to Information Act 2009* and *Evidence Act 1977*. For queries about privacy matters email: [privacy@des.qld.gov.au](mailto:privacy@des.qld.gov.au) or telephone: 13 74 68.