



**Kerbside  
Garden Waste  
Service**



## Instruction to your Bank or Building Society to pay by annual Direct Debit

Please fill in the form using a ball point pen and send to:  
Cleansing Services, Mid Sussex District Council, Oaklands Road, Haywards Heath, West Sussex RH16 1SS

Service User Number:

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Reference

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Name and full postal address of your Bank or Building Society

To: The Manager	Bank/Building Society
Address	
Postcode	

Branch Sort Code

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Bank/Building Society account number

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Name(s) of Account Holder(s)


### Instruction to your Bank or Building Society

Please pay Mid Sussex District Council Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this Instruction may remain with Mid Sussex District Council and, if so, details will be passed electronically to my Bank/Building Society.

Signature(s)
Date

Banks and Building Societies may not accept Direct Debit Instructions for some types of account.

This guarantee should be detached and retained by the payer



### Direct Debit Guarantee

- This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits.
- If there are any changes to the amount, date or frequency of your Direct Debit Mid Sussex District Council will notify you at least ten working days in advance of your account being debited or as otherwise agreed. If you request Mid Sussex District Council to collect a payment, confirmation of the amount and date will be given to you at the time of the request.
- If an error is made in the payment of your Direct Debit, by Mid Sussex District Council or your bank or building society you are entitled to a full and immediate refund of the amount paid from your bank or building society - If you receive a refund you are not entitled to, you must pay it back when Mid Sussex District Council asks you to.
- You can cancel a Direct Debit at any time by simply contacting your bank or building society.
- Written confirmation may be required. Please also notify us.

### Compost Bins

Home compost bins are available from WSCC at subsidised prices. Order by calling 01243 642106 or visit the website – [bettertomorrow.org.uk](http://bettertomorrow.org.uk)

Home compost bins can take most garden waste and uncooked kitchen waste (such as fruit & vegetables peelings). Use of a home compost bin and the kerbside Garden Waste Collection service can compliment each other and significantly reduce the amount of waste you send to landfill.

### Please return your form to:

**Cleansing Services  
Mid Sussex District Council  
Oaklands Road  
Haywards Heath  
West Sussex  
RH16 1SS**

### For further information:

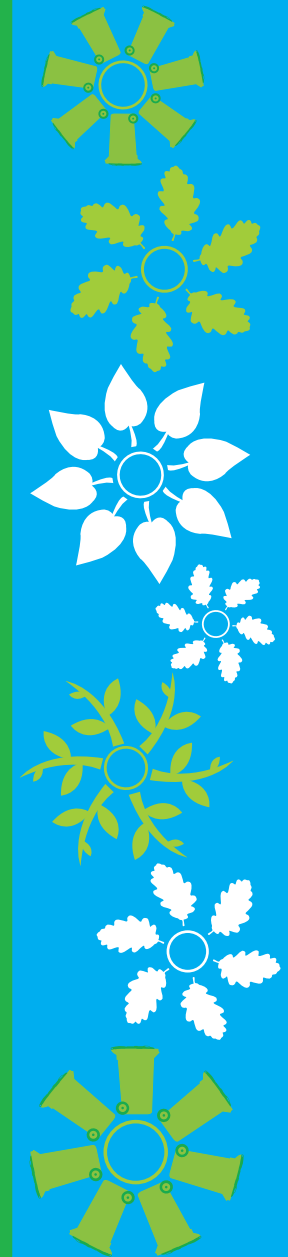
**Tel: 01444 477440  
Email: [gardenwaste@midsussex.gov.uk](mailto:gardenwaste@midsussex.gov.uk)  
Web: [www.midsussex.gov.uk/recycling](http://www.midsussex.gov.uk/recycling)**



## Garden Waste Collection Service



*Together, we're  
making a Cleaner,  
Greener Mid Sussex*



## Would you like to have a more sustainable lifestyle? Would you like to help lower your impact on climate change?

By subscribing to the Garden Waste Collection Service you will ensure that your garden waste is composted and not sent to landfill sites. When garden waste is sent to landfill it produces methane, a potent greenhouse gas that is a significant contributor to climate change. However, garden waste that is composted undergoes a natural decomposition process and is broken down aerobically (with air), resulting in nutrient rich compost that can be reused.

### How does the service work?

**The Garden Waste Service is an annual subscription service.** The Council will provide a 240 litre wheeled bin as an annual subscription (renewed automatically). The bin will be grey with a green lid.

If a bin is not suitable, a limited number of properties may have an annual supply of biodegradable paper sacks. For an annual subscription we will provide either 26 or 52 sacks. There will be a waiting list for sacks if the limit is reached.

The bin will be emptied / sacks will be collected fortnightly from the edge of your property, at the point nearest the highway. You will be informed of your collection day when you receive your bin / sacks.

Up to 5 sacks can be put out for each collection with maximum weight of 15kgs per sack. If you subscribe to the sack service **you will automatically be re-delivered sacks the next year unless you cancel your subscription.** Sacks will only be collected if you have a current subscription.

Garden waste collected will be composted locally, diverting waste from landfill and reducing the production of methane.

### What can be put in the bin / sacks?

- Grass Cuttings
- Hedge Trimmings
- Leaves
- Twigs & small branches (no thicker than the width of your wrist)
- Plant prunings & weeds
- Old or used compost

#### We cannot accept:

- Fruit & vegetable peelings & egg shells (however these can be composted in a home compost bin)
- Pet bedding
- Soil

### How much will the service cost?

**Wheeled bin** – annual fee of £55 per bin. The subscription fee covers the cost of 26 collections.

**Garden sacks** – (limited availability) annual sack delivery of 26 sacks for £27.50 or 52 sacks for £55.

Payment is made **automatically by annual Direct Debit**, the first payment will be taken once your bin / sacks have been delivered. You will be notified of payment dates. **Subscriptions will continue automatically unless you cancel the service.**

If you require additional sacks during the year please get in touch.

### Why is there a charge for the service?

By charging for the service residents who do not have a garden, who compost at home, or who do not wish to use the service, do not pay for the service through their Council Tax. The Council can make a charge for the collection of garden waste under The Controlled Waste Regulations 1992.

### How do I apply?

Simply complete and detach the application form and direct debit mandate attached to this leaflet. Please return the form to the address provided overleaf.

Once your information is entered onto our system, we will deliver your bin / bags. An information pack including the date of your payment, a collection calendar and terms & conditions of the service will be sent separately.

The District Council aim to deliver bin / bags within 5 weeks of receipt of application form, at peak times this may be extended.

### Who can apply?

The District Council offer the service to all private householders in Mid Sussex. The only exceptions are those properties from which refuse & recycling is collected on the Garwood (small vehicle) round. Garden waste cannot be collected from these properties due to the size of the collection vehicle.

### Can I share a bin?

If you prefer you can share a bin and the cost with a neighbour. The bin will be registered to one resident and collected from that address.

## Application Form

Yes please! I would like to register for the garden waste collection service and agree to pay by direct debit. I have completed and signed the attached mandate form.

**(NB: PLEASE DO NOT WRITE IN THE 'REFERENCE' BOXES ON THE MANDATE. THIS SECTION WILL BE COMPLETED BY MSDC).**

I understand the bin / sacks will be delivered to my property as soon as possible before my first collection, and that an information pack will be posted to me at the same time.

Name

Address

Post Code

Telephone

Assisted Collection Request

Email

Number of bins


26 sacks

52 sacks

(tick as appropriate)

Signed

Dated

 The information given on this form will be used in accordance with the Council's registration under the Data Protection Act 1998

This information is not part of the instruction to your bank or building society