Application for an environmental permit Part F1 – Charges and declarations

When to complete the Part F1 form

Complete this form for all applications for:

- installations (except exclusions 1 and 2)
- waste operations (except exclusion 1)
- mining waste operations (except exclusion 1)
- medium combustion plant (except exclusions 1 and 3)
- specified generators (except exclusion 1 and 4)
- water discharges to surface water (except exclusions 1, 5, 6 and 7)
- groundwater activities (except exclusions 1, 6, 8, 9 and 10)

Exclusions – when you do not need to complete this form

You do not need to complete this form if your application is for:

1. an administrative variation. Use the **Part C0.5 form** instead.
2. a permit or non-administrative variation for intensive farming. Use the **Part B3.5 form** or **Part C3.5 form** as appropriate.
3. a medium combustion plant standard rule permit. See **MCP guidance**
4. a specified generator standard rule permit. See **SG guidance**
5. a permit to discharge up to 20 cubic metres a day of treated domestic sewage to surface water. Use the **Part B6.5 form**.
6. a water discharge or groundwater activity transfer notification. Use the **Part A** and **Part D1** forms. This exclusion does not apply to partial transfer of activities. You'll need to complete this Part F1 form as part of the permit variation to reflect the partial transfer.
7. a water discharge surrender notification. Use the **Part E1 form**. This exclusion does not apply to partial surrenders that need a permit variation. If a variation is required, you'll need to complete this Part F1 form as part of your variation application.
8. a permit to discharge up to 15 cubic metres a day of treated domestic sewage to ground. Use the **Part B6.5 form**.
9. a permit for an existing discharge up to 2 cubic metres a day of treated domestic sewage to ground in a source protection zone 1. Use the **Part B6.6 form**.
10. a groundwater activity surrender notification. Use the **Part E1 form**. You will still need to complete this Part F1 form for the following:
    - surrender applications for standalone groundwater activities at onshore oil and gas facilities
    - partial surrender notifications that need a permit variation. If a variation is required, you'll need to complete this Part F1 form as part of your variation application.

Completing this form

Visit our website to check this is the latest version of the form. See **Application for an environmental permit (charges and declarations): part F1**

Please read through this form before completing it.

You will need to refer to our **charging scheme and charge tables** and **charging guidance** to complete the form.

You can also use our **pre-application advice service** to help you work out your charges.

Only write your answers in the spaces provided. Please do not make any changes to the form.

We expect it will take less than 3 hours to complete the form.

The form can be:

- saved to your computer or device and then filled in. We recommend using Adobe Acrobat software to avoid any compatibility issues.
- printed off and filled in by hand. Please write clearly in the answer spaces. If you need to use the links in this form, you can access the electronic version here: **https://www.gov.uk/government/publications/application-for-an-environmental-permit-part-f1-opra-charges-declarations**

Other forms you will need to complete

You'll also need to complete other parts of the application form in addition to this Part F1 form. This depends on your facility type and what you are applying for:

- for a new bespoke permit visit **New bespoke environmental permit: application forms**
- for a new standard rules permit visit **Application for an environmental permit: part B1 standard facilities permit**
- If you already have a permit visit **Change, transfer or cancel your environmental permit**

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Appendix 1 – declarations from additional people

1 When you need to pay an application charge

1.1 What are you applying for?

Complete Table 1 with your facility type, application type and number of applications.

Table 1

Facility type (see **note 1**)	Application type (see **note 2**)	Number of applications
Waste Operation	New Bespoke Permit	1

Table 1 notes

1. Facility type

Choose the facility type from the following list:

- groundwater activity
- installation
- medium combustion plant or specified generator
- mining waste
- waste operation
- water discharge

Use a separate row for each facility type and each application type.

2. Application type

Choose the application type from the following list:

New permit:

- new bespoke permit
- new standard rules permit

Variation:

- minor variation
- normal variation
- substantial variation

Surrender:

- full surrender
- low risk surrender
- partial surrender
- partial surrender with variation

1 When you need to pay an application charge, continued

Transfer:

- full transfer
- partial transfer with variation

Use a separate row for each facility type and each application type.

1.2 Are you applying for any of the following?

Tick any that apply

☐ Part B installation surrender (except a partial surrender requiring a permit variation)

☐ waste mobile plant surrender

☐ authorised ship recycling facility (applications and renewals)

☐ bespoke groundwater mobile plant (all application types)

☐ staged application

If **none** of the above apply, go to **section 2**

If you have ticked **any** of the above, go to **section 4**

The following applications do not attract a charge:

- Part B installation surrender (except a partial surrender requiring a permit variation)
- waste mobile plant surrender

The following charges are payable on demand as time and materials charges:

- authorised ship recycling facility (applications and renewals)
- bespoke groundwater mobile plant (all application types)
- staged applications

For all other applications, charge payments must be made at the time of application.

2 Working out your application charge

For all applications, enter your fixed charges in Table 2. These charges are detailed in our charging scheme tables.

Complete Table 3 if additional charges apply. For example, where additional chargeable assessments are needed.

Your total application charge consists of your fixed charges, plus any additional charges. Complete Table 4 with these figures.

Do not add VAT as most application charges are outside the scope of VAT. The exception is pre-application charges where VAT is applicable. Your pre-application invoice will show if VAT has been included in the charge.

Application charges are set out in **Environmental permits and abstraction licences: tables of charges**.

Guidance on charges is available at **Environmental permits: when and how you are charged**.

You can also use our pre-application advice service to help you work out your charges. Visit **Get advice before you apply for an environmental permit**.

2 Working out your application charge, continued

2.1 Fixed charges

Complete Table 2 with all fixed charges relevant to your application.

Table 2

Ref (from charging table)	**Activity description** (from charging table)	**Additional description** (where applicable – see **note 1**)	**Application type** (from charging table)	**Fixed charge amount** (see **note 2**)
1.16.15	Metal Recycling Site - Vehicle Dismantling		Permit Application	£9,175.92
Total fixed charges				£9175,92

Continue on separate sheet as necessary

Document reference of continuation sheet (if any):

2 Working out your application charge, continued

Table 2 notes

1. Additional description

For multiple activities on the same permit:

- use a separate row for each chargeable activity
- add a description to help identify the correct charge. For example, if the same activity is being carried out multiple times or is a secondary activity.

Bulk permit transfer with the same charging table reference can be entered on the same row.

2. Fixed charge amount

Enter the fixed charge amount from the relevant **charging table**.

Show any reductions for:

- **batch permit transfers** (also see example 1 below)
- **multi-activity new permit applications** (also see example 2 below)
- **standalone directly associated activities**

New standard rules may not be shown in the current charging scheme tables. Whilst the scheme is being updated, you can find the charges by visiting **Standard rules: environmental permitting**. Then follow the link to the relevant rule set. The charges will be listed on the individual rule set page. Alternatively, you can contact us for pre-application advice by visiting **Get advice before you apply for an environmental permit**.

2 Working out your application charge, continued

Example 1 – batch transfer of 11 permits

Ref (from charging table)	**Activity description** (from charging table)	**Additional description** (where applicable)	**Application type** (from charging table)	**Fixed charge amount**
1.16.9	Household waste amenity site taking hazardous waste; includes assessment of fire prevention plan and odour management plan		Transfer application	£2,529 (100% of largest transfer charge)
1.16.9	Household waste amenity site taking hazardous waste; includes assessment of fire prevention plan and odour management plan		Transfer application	£5,058 (10 applications after 80% reduction)
Total fixed charges				£7,587

Example 2 – multi-activity new permit application

Ref (from charging table)	**Activity description** (from charging table)	**Additional description** (where applicable)	**Application type** (from charging table)	**Fixed charge amount**
1.7.1	Section 6.8: food and drink production	First production line	Permit application	£13,984 (100% of largest activity charge)
1.7.1	Section 6.8: food and drink production	Second production line (same activity carried out multiple times)	Permit application (part of above application)	£1,398 (after 90% reduction)
1.16.2.2	Section 5.4 (a)(ii): non-hazardous waste installation – physico-chemical treatment for disposal	Effluent treatment plant discharging to sewer (secondary activity)	Permit application (part of above application)	£1,344 (after 90% reduction)
Total fixed charges				£16,726

Note: this example is provided to illustrate the calculation methodology. The charges shown are for demonstration purposes only. Please refer to the charging scheme for the actual charge amount.

Now go to **question 2.2**

2 Working out your application charge, continued

2.2 Additional application charges

Complete Table 3 with any additional application charges

Table 3

Charging scheme reference (table 1.19 or paragraph reference)	**Additional charge type**	**Tick all applicable**	**Charge amount**
1.19.1	Waste recovery plan or variation or revision of a waste recovery plan assessment	☐	
1.19.2	Habitats assessment (except where the application activity is a water discharge or groundwater activity)	☑	£808.60
1.19.3	Fire prevention plan assessment	☑	£1,288.15
1.19.4	Pests management plan assessment	☐	
1.19.5	Emissions management plan assessment	☑	£643.15
1.19.6	Odour management plan assessment	☑	£1,293.35
1.19.7	Noise and vibration management plan assessment	☑	£1,293.35
1.19.10	Habitats assessment for discharges to water and groundwater activities	☐	
1.19.11	Specific Substances Assessment for a water discharge activity to surface water	☐	
1.19.12	Specific Substances Assessment for a groundwater activity	☐	
1.19.13	Decarbonisation readiness assessment for combustion electricity generating power plant equal to or greater than 50 MWth or for energy from waste plant of any size	☐	
1.19.14	Decarbonisation readiness assessment for combustion electricity generating power plant less than 50 MWth	☐	
Paragraph 10(a)	Advertising charge	☐	
Paragraph 10(c)	Enhanced pre-application charges (invoiced but not yet paid). Include the amount and invoice number in the ‘Charge amount’ column	☐	
Total additional charges			£5326.60

2 Working out your application charge, continued

Table 3 notes

Complete Table 3 if additional charges apply to your application.

Chargeable plans and assessments

Tick all chargeable plans and assessments submitted in support of your application. Enter the charge amount for each. Charges can be found in the relevant charging table at **Environmental permits and abstraction licences: tables of charges**

Some charges for assessing your plans and documents are already included in the fixed charge. Where this is applicable, it will be shown in the charge table description. For example, the description may say 'includes assessment of fire prevention plan'.

For further guidance visit **Charges for plans and assessments** for further information. There is no need to complete table 3 for assessments already included in the fixed charge.

Advertising charge

Tick the advertising charge box if we've told you we will be advertising your application. For further information see **Advertising charge**.

Enhanced pre-application advice charge

You must pay any outstanding pre-application charge invoices with your application. We will return any applications with unpaid invoices.

Now go to **question 2.3**

2.3 Total amount payable

Complete Table 4 with the total application charges payable.

Table 4

Charge	Charge amount
Total fixed charges (from **Table 2**)	£9,175.92
Total additional charges (from **Table 3**)	£5326.60
Total amount payable	£14,502.52

Now go to **section 3**

3 Payment

Only complete this section if your application needs to be accompanied by a payment. Refer to **question 1.2**.

Please note we are unable to:

- send you an invoice for application charges, (other than pre-application charges)
- accept payments in instalments

3 Payment, continued

3.1 Payment method

Tick one option to show your payment method. Then follow the link to the relevant payment section and follow the steps shown.

☐ Online card payment using GOV.UK Pay – go to **Paying by GOV.UK Pay**

☑ Electronic bank transfer (for example, by BACS) – go to **Paying by electronic bank transfer**

☐ Credit or debit card payment over the phone – go to **Paying by phone**

☐ Cheque – go to **Paying by cheque**

A. Paying by GOV.UK Pay

GOV.UK Pay is a digital payment system where you can pay using a Visa, MasterCard, Maestro card and some digital wallets.

Follow steps A1 to A3 to pay using GOV.UK Pay.

A1 Create your payment reference number

You'll need to include a unique reference number when making your payment. This reference number means we can match the payment to your application. It may cause delays if you do not include a reference number.

1. Start your reference number with one of the following codes, based on your facility type:
   - PSCAPPWASTE – for waste operations and mining waste operations
   - PSCAPPINST – for installations and medium combustion plant or specified generators
   - PSCAPPWQ – for water discharge and groundwater activities
2. Follow this with the first five letters of the applicant's name
3. Finish with your chosen unique identifying number

Example

- application is for a waste operation, so the code is: PSCAPPWASTE
- applicant is Anyfirm Limited, so the first five letters are: ANYFI
- applicant's chosen identifier is: 001

The payment reference number is therefore: PSCAPPWASTEANYFI001

Make a note of this reference number. You'll need to provide it in step A3 below.

A2 Go to GOV.UK Pay payment page

Click on the relevant link below according to your facility type. This will take you to the relevant page to make your payment.

- Link for: **waste operations and mining waste operations**
- Link for: **installations and medium combustion plant/specified generators**
- Link for: **water discharges and groundwater activities**

3 Payment, continued

A3 Complete the payment details below

Payment reference number

Payment amount

Payment date

Now go to **section 4**

B. Paying by electronic bank transfer

Follow steps B1 to B3 to pay by electronic bank transfer, such as BACS.

B1 Create your payment reference number

You'll need to include a unique reference number when making your payment. This reference number means we can match the payment to your application. It may cause delays if you do not include a reference number.

1. Start your reference number with one of the following codes, based on your facility type:

- PSCAPPWASTE – for waste operations and mining waste operations
- PSCAPPINST – for installations and medium combustion plant or specified generators
- PSCAPPWQ – for water discharge and groundwater activities

2. Follow this with the first five letters of the applicant's name
3. Finish with your chosen unique identifying number

Example

- application is for a waste operation, so the code is: PSCAPPWASTE
- applicant is Anyfirm Limited, so the first five letters are: ANYFI
- applicant's chosen identifier is: 01

The payment reference number is therefore: PSCAPPWASTEANYFI01

Make a note of this reference number. You'll need to provide it in step B3 below.

B2 Log onto your banking system

Log onto your banking system to transfer the funds.

You'll need to use the following information to make your payment:

Payee name:	Environment Agency
Sort code:	60-70-80
Account number:	10014411
Account name:	EA RECEIPTS

If you are making your payment from outside the United Kingdom, it must be in sterling. Our IBAN number is GB23NWBK60708010014411 and our SWIFTBIC number is NWBKGB2L.

3 Payment, continued

B3 Complete the payment details below

Name of account holder

Payment reference number

Payment amount

Payment date

Also email your payment details and reference number to **ea_fsc_ar@gov.sscl.com**.

Now go to **section 4**

C. Paying by phone

If you want to pay by phone, add the name and phone number of the person making the payment.

Name

Michael O'Neill

Phone number

07774 969215

We'll call the above person to arrange payment. We can accept payments by Visa, MasterCard or Maestro card only.

Now go to **section 4**

D. Paying by cheque

Make your cheque payable to 'Environment Agency' and cross it with 'A/C Payee' (if not already printed on the cheque).

Write the following on the back of your cheque:

- applicant's name
- application reference number (if known)
- application site address and postcode (where applicable)

Enter the cheque number below

3 Payment, continued

If you're submitting a paper application, include your cheque with the application.

If you're emailing your application, include a covering note with your cheque. Post your cheque to our Integrated Permitting Services at the address shown in **section 11**.

Please note, we're unable to accept post-dated cheques.

It is usually quicker and easier to complete your payment online or by phone.

Now go to **section 4**

4 Privacy notice

See how we use your personal information in services to support environmental permitting by visiting **Environmental permits privacy notice**.

Now go to **section 5**

5 Commercial and industrial confidentiality

We're required to put a copy of your application on a public register. We may exclude information we consider to be confidential from the public register. 'Confidential information' in this context means it is commercially or industrially confidential.

You can ask for information in your application to be treated as confidential. You should request confidentiality when you submit your application.

To be considered fully, your request must:

- clearly identify which information should be considered confidential
- include a clear justification for each item you want kept from the public register
- include evidence that the confidentiality is provided by law to protect a legitimate economic interest

Confidential information should be easy to separate from the rest of your application. For example, you could submit two versions of the same document. One version that contains the confidential information and is marked accordingly. The other document is the same, but with the confidential information hidden or removed.

Information identified as confidential won't be put on the public register while we review your request. We'll let you know the outcome once our decision has been made.

You can find further information on commercial and industrial confidentiality by visiting **Environmental permitting guidance: Core guidance**.

Only tick the box below if you do want to claim commercial or industrial confidentiality.

☐ I wish the information I have identified to be treated as confidential and excluded from the public register.

Now go to **section 6**

6 National security

We maintain a public register of permitting applications. We can be directed to exclude information in the interests of national security. If your application contains such information, you may notify the Secretary of State. They will decide whether it should be excluded from the register.

You must tell us if you have given notice to the Secretary of State. You must still include the information in your application. It will be excluded from the register unless the Secretary of State decides it should be included.

You cannot apply for national security using this application form.

You can find further information on national security by visiting **Environmental permitting guidance: Core guidance**.

Now go to **section 7**

7 Ecological survey information

7.1 Have you provided ecological survey data as part of your application?

☐ Yes – go to **question 7.2**

☑ No – go to **section 8**

7.2 Use of ecological survey data

We may wish to use any ecological survey data you have supplied for other purposes as detailed below.

We assume that we are permitted to use the information you supply to us, in connection with our statutory and regulatory responsibilities. In particular (although there may be other uses), we may:

- incorporate the information into our datasets and mapping. These are used for a variety of purposes
- provide information to other applicants and organisations where this enables us to protect wildlife as we are directed to do in the Environment Act
- respond to requests for information under the Freedom of Information Act and the associated Environmental Information Regulations 2004 and agree limited usage rights in accordance with our Standard Notices that we use when supplying our information
- license datasets and mapping derived from or containing information

If you have any queries, please contact us using the details in **section 10** of this form

☐ Tick this box if you do **not** want us to use information from any ecological survey that you have supplied with your application

8 Declaration

Who should complete the declaration

The person needing to complete the declaration depends on the type of legal entity applying. This is set out below:

Individual

One of the following must sign the declaration:

- the individual

8 Declaration, continued

- someone with written authorisation from the individual

Multiple individuals (see below for unincorporated organisations)

One of the following must sign the declaration:

- all individuals named, or to be named on the permit
- someone with written authorisation from all individuals named, or to be named on the permit

Unincorporated trusts, charities and societies

One of the following must sign the declaration:

- trustee
- chairperson
- treasurer
- secretary
- person with a similar position
- someone with written authorisation from any of the above

Registered company

One of the following must sign the declaration:

- director registered at Companies House
- company secretary registered at Companies House
- any similar company officer registered at Companies House
- someone with written authorisation from any of the above

Limited liability partnership

One of the following must sign the declaration:

- partner registered at Companies House
- partnership secretary registered at Companies House
- someone with written authorisation from any of the above

Other incorporated body

One of the following must sign the declaration:

- chairperson
- treasurer
- secretary
- person with a similar position
- someone with written authorisation from any of the above

Public body or ministerial government department

A person with delegated authority under the body's non-financial scheme of delegation must sign the declaration.

Corporate bodies subject to insolvency procedures

The official Receiver or appointed insolvency practitioner must sign the declaration.

8 Declaration, continued

Written authorisations

If you are the applicant and want someone to complete the below declaration on your behalf, you must give them written authorisation to do so.

Your authorisation must confirm the person has authority to complete the declaration for you. Include a copy of the authorisation with your application, unless we already hold a valid one on file.

Agents or consultants cannot complete the declaration without written authorisation from the applicant.

8.1 Declaration by current permit holder or applicant applying for a new permit

The declaration and details below must be completed by the:

- current permit holder for variation, transfer and surrender applications
- applicant applying for a new permit

Declaration

Note: It is an offence under the Environmental Permitting (England and Wales) Regulations 2016 to knowingly or recklessly make a statement that is false or misleading for the purpose of obtaining an environmental permit, variation, transfer or surrender (for yourself or anyone else)

For further information visit **Environmental Permitting Regulations (EPR) offences**

I declare that the information in this application is true to the best of my knowledge and belief.

I understand that this application may be refused, or approval withdrawn if I give false or misleading information.

☑ Tick this box to confirm that you understand and agree with the declaration above.

In addition, if you are applying for a standard rules permit, tick the box below if you agree with the statement.

☐ I confirm that my standard rules facility will fully meet the rules that I have applied for.

Now complete your details below. You do not need to provide a signature as well.

Person completing declaration

Title (Mr, Mrs, Miss and so on) (optional)

Mr

First name

Micheal

Last name

O'Neill

on behalf of (if relevant; for example, a company or organisation and so on)

Milton Goughs

Position (if relevant)

Director

'Position' could, for example, be a director, secretary, trustee, or partner in a partnership

8 Declaration, continued

Date of declaration (DD/MM/YYYY)

27/06/26

Use **Appendix 1** if more than one person needs to complete the declaration for the same applicant. For example, where multiple individuals are to be named on the permit.

8.2 Are you applying for a permit transfer?

☐ Yes – now go to **question 8.3**

☑ No – now go to **section 9**

8.3 Declaration by proposed new permit holder

The proposed new permit holder must complete the declaration and their details below.

Declaration for permit transfer applications

Permit transfer applications are joint applications.

The existing permit holder must complete the declaration and details in **question 8.1**.

The proposed new permit holder must complete the declaration and details below.

Note: there may be situations when you're unable to trace the permit holder or a joint holder. You may still be able to transfer the permit without their declaration. Contact us to discuss this. You'll need to supply evidence in your application to confirm you're unable to trace them.

It is an offence under the Environmental Permitting (England and Wales) Regulations 2016 to knowingly or recklessly make a statement that is false or misleading for the purpose of obtaining an environmental permit, variation, transfer or surrender (for yourself or anyone else)

For further information visit **Environmental Permitting Regulations (EPR) offences**

Declaration

I declare that the information in this application is true to the best of my knowledge and belief.

I understand that this application may be refused, or approval withdrawn if I give false or misleading information.

☐ Tick this box to confirm that you understand and agree with the declaration above.

Now complete your details below. You do not need to provide a signature as well.

Person completing declaration

Title (Mr, Mrs, Miss and so on) (optional)

Mr

First name

Michael

Last name

O'Neill

on behalf of (if relevant; for example, a company or organisation and so on)

Milton Gough's

Position (if relevant)

Director

8 Declaration, continued

'Position' could, for example, be a director, secretary, trustee, or partner in a partnership

Date of declaration (DD/MM/YYYY)

27/06/26

Use **Appendix 1** if more than one person needs to complete the declaration for the same applicant. For example, where multiple individuals are to be named on the permit.

Now go to **section 9**

9 Application review section

You must complete this section.

We are unable to return any application or supporting documents. Do not send original legal or important documents.

We can't progress applications that are incomplete or lack sufficient detail.

If you aren't sure about what you need to send, contact us before submitting your application. For further information on pre-application advice visit **Get advice before you apply for an environmental permit**.

9.1 Checklist

Tick to confirm you've completed the following:

☑ filled in all relevant parts of the application form clearly

☑ included all required supporting documents and listed them in the table below

☑ included supporting information for any commercial or industrial confidentiality claim (where applicable)

☑ declaration completed by a relevant person, with written authorisation if needed

☑ sent the correct payment

9.2 Table of supporting documents

List of all the documents submitted as part of your application in the table below

Question reference e.g. Part B1, Q5b	Document title	Document reference
Form B2, 5 Form B4, 3a	Site Layout	260310MG101
Form B4, 3a	Dust Management Plan	MG.PT.DMP.2604
Form B4, 3a	Accident Management Plan	MG.PT.AMP.2604
Form B4, 3a Form B4, 3a	Odour Management Plan	MG.PT.OMP.2604

9 Application review section, continued

Question reference e.g. Part B1, Q5b	Document title	Document reference
Form B2, 3B	Continued Competence	MG.COTC.CC
Form B2, 3B	Original TCM qualification	MG.COTC.OC
Form B2, 3D	Environmental Management System Summary	MG.PT.EMSS.2604
Form B2, 5B	Site Condition Report	MG.PT.SCR.2604
Form B2, 5C	Non Technical Summary	MG.PT.NTS.2604
Form B2, 5D Form B4, 3a	Fire Prevention Plan	MG.PT.FPP.2604
Form B2, 6	Environmental Risk Assessment	MG.PT.ERA.2604
Form B4, 3a	Environmental Management System	MG.PT.EMS.2604
Form B4, 3a	Noise & Vibration Management System	MG.PT.NVMP.2604
Form B2, 3	Continued COTC Other Sites Sheet	MG.COTC.2607.Cont

Continue on a separate sheet if necessary.

Document reference of continuation sheet (where applicable)

Now go to **section 10**

10 How to contact us

If you have difficulty using this form, please contact the person who sent it to you or contact us as shown below.

General enquiries: 03708 506 506 (Monday to Friday, 8am to 6pm)

Textphone: 03702 422 549 (Monday to Friday, 8am to 6pm)

Email: **enquiries@environment-agency.gov.uk**

Website: **www.gov.uk/government/organisations/environment-agency**

If you are happy with our service, please tell us. It helps us to identify good practice and encourages our staff. If you're not happy with our service, please tell us how we can improve it.

Please tell us if you need information in a different language or format (for example, in large print) so we can keep in touch with you more easily.

Feedback

You don't have to answer this part of the form, but it will help us improve our forms if you do.

We want to make our forms easy to fill in and easy to understand. Please use the space below to give us any comments that you may have about this form.

How long did it take you to fill in this form?

We will use your feedback to improve our form.

Would you like a reply to your feedback?

☐ Yes please

☐ No thank you

Now go to **section 11**

11 Where to send your application

A. By email

Send water discharge and groundwater activity applications to: **PSC-WaterQuality@environment-agency.gov.uk**

Send all other applications to: **PSC@environment-agency.gov.uk**

If your documents are too large to email, you can upload them to a file sharing site and send us the download link. You can also send multiple emails with attachments.

B. By post

Send one paper copy to:

Environment Agency
Integrated Permitting Services
Quadrant 2
99 Parkway Avenue
Parkway Business Park
Sheffield
S9 4WF

Appendix 1 – declarations from additional people

Declaration – additional person 1

Note: It is an offence under the Environmental Permitting (England and Wales) Regulations 2016 to knowingly or recklessly make a statement that is false or misleading for the purpose of obtaining an environmental permit, variation, transfer or surrender (for yourself or anyone else)

For further information visit **Environmental Permitting Regulations (EPR) offences**

Complete the declaration and add your details below.

Declaration

I declare that the information in this application is true to the best of my knowledge and belief.

I understand that this application may be refused, or approval withdrawn if I give false or misleading information.

☐ Tick this box to confirm that you understand and agree with the declaration above.

In addition, if you are applying for a standard rules permit, tick the box below if you agree with the statement.

☐ I confirm that my standard rules facility will fully meet the rules that I have applied for.

Now complete your details below. You do not need to provide a signature as well.

Person completing declaration

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

on behalf of (if relevant; for example, a company or organisation and so on)

Position (if relevant)

'Position' could, for example, be a director, secretary, trustee, or partner in a partnership.

If applying to transfer a permit, state whether you're the current or proposed holder.

Date of declaration (DD/MM/YYYY)

Appendix 1 – declarations from additional people, continued

Declaration – additional person 2

Note: It is an offence under the Environmental Permitting (England and Wales) Regulations 2016 to knowingly or recklessly make a statement that is false or misleading for the purpose of obtaining an environmental permit, variation, transfer or surrender (for yourself or anyone else)

For further information visit **Environmental Permitting Regulations (EPR) offences**

Complete the declaration and add your details below.

Declaration

I declare that the information in this application is true to the best of my knowledge and belief.

I understand that this application may be refused, or approval withdrawn if I give false or misleading information.

☐ Tick this box to confirm that you understand and agree with the declaration above.

In addition, if you are applying for a standard rules permit, tick the box below if you agree with the statement.

☐ I confirm that my standard rules facility will fully meet the rules that I have applied for.

Now complete your details below. You do not need to provide a signature as well.

Person completing declaration

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

on behalf of (if relevant; for example, a company or organisation and so on)

Position (if relevant)

'Position' could, for example, be a director, secretary, trustee, or partner in a partnership.

If applying to transfer a permit, state whether you're the current or proposed holder.

Date of declaration (DD/MM/YYYY)

Declaration – additional person 3

Note: It is an offence under the Environmental Permitting (England and Wales) Regulations 2016 to knowingly or recklessly make a statement that is false or misleading for the purpose of obtaining an environmental permit, variation, transfer or surrender (for yourself or anyone else)

For further information visit **Environmental Permitting Regulations (EPR) offences**

Appendix 1 – declarations from additional people, continued

Complete the declaration and add your details below.

Declaration

I declare that the information in this application is true to the best of my knowledge and belief.

I understand that this application may be refused, or approval withdrawn if I give false or misleading information.

☐ Tick this box to confirm that you understand and agree with the declaration above.

In addition, if you are applying for a standard rules permit, tick the box below if you agree with the statement.

☐ I confirm that my standard rules facility will fully meet the rules that I have applied for.

Now complete your details below. You do not need to provide a signature as well.

Person completing declaration

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

on behalf of (if relevant; for example, a company or organisation and so on)

Position (if relevant)

'Position' could, for example, be a director, secretary, trustee, or partner in a partnership.
If applying to transfer a permit, state whether you're the current or proposed holder.

Date of declaration (DD/MM/YYYY)

Continue on separate sheet as necessary

Document reference of continuation sheet (if any)