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# Environment Directorate | Neighbourhood Services

# Skip Permit Request Form

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## PLACING OF SKIPS ON THE HIGHWAY – HIGHWAYS ACT 1980 – SECTION 139

1. Company name:
  2. Contact person:
  3. Contact tel number:
  4. Contact fax number:
  5. Contact email address:
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6. Location of requested skip:

Postcode:

7. Commencement date for placement of skip:

8. Requested licence period from: ..... to .....

**(please note – cost of licence is £25 per week)**

9. Size of skip:      Full / Midi / Mini

10. Additional comments:

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### Procedure

1. You must send your request (by fax or email) to us at least 2 working days (48 hours) before the required commencement date of the permit.
2. Once the request has been received by the relevant area co-coordinator the site will be inspected and if it is found to be suitable they will produce a permit which will be duly sent back to the company.
3. At the end of each calendar month an invoice will be sent to your company for all the licences that have been issued during that month.
4. Please contact us if you have any queries:

email: [alltamiskipsandscaffoldrequests@flintshire.gov.uk](mailto:alltamiskipsandscaffoldrequests@flintshire.gov.uk), tel 01244 550213, fax 01352 704666 or write to Neighbourhood Services, Environment Directorate, Alltami Depot, Mold Road, Alltami, Mold, Flintshire, CH7 6LG.