

Ref: NOM/hp

Dear Sir/Madam

RE: Backdoor Bin Collection Service

You have recently requested a back door bin collection from Lisburn & Castlereagh City Council as you are unable to present your bins at kerbside on the scheduled collection day.

Backdoor bin collections are available to local residents providing they fulfil both of the following criteria:

- Provision of a medical certificate or letter from a medical or social care professional stating the residents name and address and that they are not capable of presenting bins for collection.
- Provision of a self-certification form (enclosed form) stating that there is no-one else permanently resident at the property that can present bins for collection.

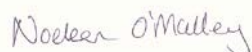
In order to be added to the Council's back door collection list you should complete the enclosed form and obtain a medical certificate/letter outlining your need for this service and return both pieces of paperwork to the address below:

**Technical Services
Lisburn City Council
Civic Headquarters
Lagan Valley Island
Lisburn
BT27 4RL**

Upon receipt of the necessary paperwork you will be added to the back door collection list and your bins will be collected from within the boundary of your property by the collection operatives, emptied and left back in the same position.

Should you have any queries regarding this matter please contact Waste Management on TEL: 9250 9453.

Yours sincerely,



Noeleen O'Malley
Waste Management Officer

**APPLICATION FOR A
BACK DOOR REFUSE COLLECTION SERVICE**

Name: _____

Address: _____

Postcode: _____

Tel Number: _____

- a) Does any other able-bodied person live at this address? YES/NO*
*Please delete as appropriate

If **YES** please explain why the other occupant/s of your property cannot assist you with your bin:

- b) I have enclosed a Doctor's letter or letter from medical/care professional confirming I am medically unfit to present my bins at collection point

Declaration: I declare that the above information is correct

Print Name: _____

Signed: _____

Dated: _____

FOR OFFICE USE ONLY

Have the resident's details been recorded on the database

Has the route information been recorded on the database

Have the depot been notified of start date

Waste Management Certificate attached

Signature of Officer _____

Dated _____

Data Protection

Lisburn & Castlereagh City Council collects the information on this form for the purposes of the application for a backdoor household bin collection service. The information will not be used for any other purpose and will not be disclosed to any other organisation.