

Waste Transfer Note

Waste legislation can be complex and difficult to comprehend. Our straight talking, no nonsense guides to make it easier to understand how each law affects you. Compliance comes as standard in everything we do, protecting your organisation every step of the way.



1. Overview

Other than domestic waste from the householder, no non-hazardous waste should be collected without a valid Waste Transfer Note (WTN) being in place.

2. Are you affected

Any business that produces non-hazardous waste, regardless of whether that waste has a value, is legally responsible for ensuring that the WTN is correctly completed and signed.

3. Summary

- WTNs can be single for ad hoc collections or annual where the same type of waste is collected by the same waste carrier in similar volumes on a regular basis.
- The WTN must contain the correct EWC code and show the Waste Carriers License number for the collector.

- In England and Wales, the WTN must have a Waste Hierarchy declaration and contain the SIC 2007 code for the waste transferor. These are not required in Scotland.
- Both parties must sign the WTN.
- Where a broker is involved, the broker's details and registration number must also be provided.
- All parties to the WTN must keep records for 2 years.

4. What next

The Environment Agency is carrying out a pilot for electronic transfer notes that are expected to be universally available in 2015 although it will not be a compulsory system.

5. More information

- Environment Agency