**SKIP PERMIT INFORMATION**

The requirement for a skip permit is determined by the presiding council in your area. In order to identify whether a skip will be required, we use the highways map on the Norfolk County Council website: <http://maps.norfolk.gov.uk/highways/>

All permit applications are made to Norfolk County Council and we require 7 working days’ notice to acquire the permit before the skip can be delivered.

**Permit Rules/Requirements:**

1. The skip must be placed within standard parking regulations. Therefore, not on double yellow lines, or causing an obstruction etc.
2. Some private roads/parking spaces/garage areas do not need permits. Permits may also not be required on new housing estates if the roads are still unadopted – however, this will need to be checked on the highways map.
3. Grass verges outside properties almost always fall under permitting regulations. Please check the highways map for details on where the borders of your property end. Any fines incurred for leaving a skip on public land without the necessary permit will be passed on to you.
4. There must be enough access to the required delivery location for our delivery lorries. We will use maps and local knowledge to determine if access is possible and if you are unsure, please contact us. Our decision on whether there is sufficient access is final.
5. Permits last 28 days. If you require hire of more than one skip during the 28 days then you will not need a second permit, unless two or more skips are on site at the same time.
6. The Council reserve the right to shorten the length of the permit or even decline the permit for a number of reasons. If this occurs, we will inform you as soon as we become aware of these changes. If the permit is declined, we will not be able to deliver a skip to that location.

**Additional rules for within the city walls of Norwich city centre:**

1. If the address is within the city walls in Norwich, you will not be permitted to have an open skip left overnight. If you require an open skip, we will need to arrange with you for it to be delivered and collected in the same day – please call us to make this booking. If the skip is to be left overnight, then you must order a lidded skip.
2. Certain roads within the city are affected by Norwich City Council’s Christmas embargo. It is therefore unlikely that skip permits will be granted within the month of December. If you require a roadside skip in December, please contact us to establish whether it will be possible to acquire a permit for this skip.

**It is your responsibility to book your skip within the skip permit rules and regulations. Failure to do so may result in your permit being declined, or fines being incurred. This information is intended to be advisory, we must always abide by the Council’s current regulations and their decisions.**