

## Litter Pick Waste at Suffolk Recycling Centres

**Advice for individuals:** If you have collected just a few bags of litter by yourself, the easiest thing to do is to place these in your usual household waste wheeled bin. Plastic bottles, cans and paper can be placed in your recycling bin if they are clean, dry and loose. For larger amounts, contact your [District or Borough council](#) in advance, for it to be collected. Alternatively, you can take the litter to one of the County Council's Recycling Centres where you will be asked to complete the form below to certify the source of the waste. The Recycling Centre Team Leader will then be required to counter sign the form. This is to ensure that no hazardous or unauthorised commercial waste is being deposited.

**Advice for groups:** Please follow the General Advice below. The easiest way of dealing with waste from a large community litter pick is to contact your [District or Borough Council](#) in advance and arrange for them to collect it. Alternatively, you can take the litter to one of the County Council's Recycling Centres where you will be asked to complete the form below to certify the source of the waste. The Recycling Centre Team Leader will then be required to counter sign the form. This is to ensure that no hazardous or unauthorised commercial waste is being deposited.

### General Advice:

- You are responsible for your own safety whilst collecting litter. If you find hazardous wastes such as syringes, suspected asbestos or anything you feel unsafe collecting, please report the problem to your [District or Borough Council](#) and do not pick it up yourself.
- Only litter can be brought to the Recycling Centre i.e. no fly-tipped waste or large items. Fly-tipped waste in public areas and roads should be reported to your [District or Borough Council](#). *These items should not be brought to the Recycling Centre.*
- Visitors will be expected to separate materials for recycling *where possible* e.g. metal cans, plastic bottles and glass bottles. It may help to try to collect these items separately during the litter pick.
- Certain items/waste types cannot be brought to Recycling Centres. This includes:
  - non-household wastes such as rubble, bricks, tiles and plasterboard
  - hazardous chemicals and syringes etc
  - liquid wastes including paint
  - car parts and tyres
  - asbestos or materials suspected of containing asbestos
- If you are carrying out your litter pick as part of an organisation, you will need to register as a Waste Carrier with the Environment Agency (<https://www.gov.uk/waste-carrier-or-broker-registration>) prior to transporting your waste. Registering is usually free for charitable groups and only takes a couple of minutes online. *This does not apply to individuals collecting as part of informal groups.*

**Litter Pick Waste Declaration and Authorisation Form for  
Suffolk Recycling Centres**

Name of community group .....

Name of individual.....

Contact telephone number.....

Contact e-mail address .....

Date(s) community litter picked waste will be brought to the Recycling Centre  
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Name of the Recycling Centre receiving the litter.....

Quantity and type of materials .....

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**To be completed when the waste is brought to the Recycling Centre:**

I declare that the waste is litter and has been collected by myself or my group:

Print name.....

Signed.....Date.....

This section of the form is to be completed the Recycling Centre Team Leader/Area Supervisor/Contract Manager:

I agree to accept / reject this waste (please circle). If rejected, please give reasons:

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Print name and position.....

Site name.....

Signed.....Date.....

