

## Notification of Cooling Towers and Evaporative Condensers Regulations 1992 Notification of cooling towers and evaporative condensers

Please complete all the questions in the form.  
If you have nothing to record, please state "Not applicable" or "None"  
(\* denotes questions which are mandatory)

**Please fill in with a black pen in BLOCK CAPITALS.**

### Section 1 of 8

Are you an agent acting on behalf of the applicant?

Yes

No

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

#### Applicant details

\*First name

\*Family name

\*E-mail

Main telephone No.

Include country code

Other telephone No.

tick here if the applicant would prefer not to be contacted by telephone.

Is the applicant:

applying as a business or organisation, including as a sole trader

applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means the applicant is applying so the applicant can be employed, or for some other personal reason, such as following a hobby.

**Applicant business**

\*Is the applicant's business registered in the UK with Companies House?  Yes  No

\*Registration Number:

\*Business Name  If the applicant's business is registered, use its registered name.

\*VAT number   Put "none" if the applicant is not registered for VAT.

\*Legal status:  
 Partnership  
 Private limited company  
 Public Limited company  
 Sole Trader  
 Charity or association  
 Public body

\*Applicant's position in the business

Home country  The country where the applicant's business headquarters are located.

**Registered address**

\*Building number or name  Address registered with Companies House.

\*Street

District

\*City or Town

County or administrative area

\*Postcode

\*Country

**AGENT DETAILS**

\*First name

\*Family name

\*E-mail

Main telephone No.

Include country code

Other telephone No.

tick if the agent would prefer not to be contacted by telephone.

Are you:

- an agent that is a business or organisation, including a sole trader
- a private individual acting as an agent

A sole trader is a business owned by one person without any special legal structure.

**Agent business**

\*Is your business registered in the UK with Companies House?  Yes  No

\*Registration Number:

Companies House registration No.

\*Business Name

If the applicant's business is registered, use its registered name.

\*VAT number

Put "none" if the applicant is not registered for VAT.

- \*Legal status:
- Partnership
  - Private limited company
  - Public Limited company
  - Sole Trader
  - Charity or association
  - Public body

\*Your position in the business

Home country

The country where the applicant's business headquarters are located.

**Agent Registered Address**

*Building number or name	<input type="text"/>	Address registered with Company's House.
*Street	<input type="text"/>	
District	<input type="text"/>	
*City or Town	<input type="text"/>	
County or administrative area	<input type="text"/>	
*Postcode	<input type="text"/>	
*Country	<input type="text"/>	

**Section 2 of 8**

**Type of application**

\*Indicate whether this is a:

- New Notification
- Notification with a change of details

## Section 3 of 8

### Details of Premises

\*Name of premises/ trading name

### Address

\*Building number or name

\*Street

District

\*City or Town

County or administrative area

\*Postcode

\*Country

### Contact details

\*First name

\*Family name

E-mail

\*Telephone Number

Other telephone No.

### Further details

\*Main activity of business

## Section 4 of 8

### DETAILS OF NOTIFIABLE DEVICES

Provide details about ALL the notifiable devices at these premises

#### Cooling Towers

\*Total in use

\*Total not in use

#### Evaporative Condensers

\*Total in use

\*Total not in use

#### Details About Each Individual Device – Device 1

Device site reference Number

\*Type of device:

Cooling Tower

Evaporative Condenser

\*Status of device:

New device

Already operational

Decommissioned

Recommissioned

\*Details of device – make, model, serial number, whether induced or forced, etc

\*Location of device (e.g. north works, main building, SE corner of 3<sup>rd</sup> floor roof)

**Details About Each Individual Device – Device 2**

Device site reference Number

\*Type of device:

Cooling Tower

Evaporative Condenser

\*Status of device:

New device

Already operational

Decommissioned

Recommissioned

\*Details of device – make, model, serial number, whether induced or forced, etc

\*Location of device (e.g. north works, main building, SE corner of 3<sup>rd</sup> floor roof)

**Details About Each Individual Device – Device 3**

Device site reference Number

\*Type of device:

Cooling Tower

Evaporative Condenser

\*Status of device:

New device

Already operational

Decommissioned

Recommissioned

\*Details of device – make, model, serial number, whether induced or forced, etc

\*Location of device (e.g. north works, main building, SE corner of 3<sup>rd</sup> floor roof)

**Details About Each Individual Device – Device 4**

Device site reference Number

\*Type of device:

Cooling Tower

Evaporative Condenser

\*Status of device:

New device

Already operational

Decommissioned

Recommissioned

\*Details of device – make, model, serial number, whether induced or forced, etc

\*Location of device (e.g. north works, main building, SE corner of 3<sup>rd</sup> floor roof)

## Section 5 of 8

### ACCESS TO THE PREMISES

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Record details of the person or people who are in control of access to the premises – out-of-hours contact details must be included, in order that access can be gained at ANY time.

#### Name

\*First name

\*Family name

\*Position/ job title

#### Address

\*Building number or name

\*Street

District

\*City or Town

County or administrative area

\*Postcode

\*Country

#### Contact details

E-mail

\*Main Telephone Number

Other telephone No.

\*24 hour emergency telephone number

**Name**

\*First name

\*Family name

\*Position/ job title

**Address**

\*Building number or name

\*Street

District

\*City or Town

County or administrative area

\*Postcode

\*Country

**Contact details**

E-mail

\*Main Telephone Number

Other telephone No.

\*24 hour emergency telephone number

## Section 6 of 8

### RESPONSIBILITY FOR THE NOTIFIABLE DEVICES

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\*Does a different person have responsibility for the notifiable devices?

Yes

No

Record details of the person or people who have responsibility for the notifiable devices

#### Name

\*First name

\*Family name

\*Position/ job title

#### Address

\*Building number or name

\*Street

District

\*City or Town

County or administrative area

\*Postcode

\*Country

#### Contact details

E-mail

\*Main Telephone Number

Other telephone No.

\*24 hour emergency telephone number

**Name**

\*First name

\*Family name

\*Position/ job title

**Address**

\*Building number or name

\*Street

District

\*City or Town

County or administrative area

\*Postcode

\*Country

**Contact details**

E-mail

\*Main Telephone Number

Other telephone No.

\*24 hour emergency telephone number

## Section 7 of 8

### ADDITIONAL DETAILS

Provide any additional information which is relevant to your application

## Section 8 of 8

### CHECKLIST OF ENCLOSURES

Site Plan showing the location of each notifiable device

### DECLARATION

I / we the undersigned hereby notify you of Cooling Towers and/ or Evaporative Condensers in the Borough of Tamworth and I / we declare that to the best of my / our knowledge and belief, the above statements are true and correct.

I / we understand once the completed application form has been submitted, it will be submitted to the Health and Safety Executive and Health Protection Agency.

#### Applicant 1

\*Signature

\*Full name

\*Capacity

\*Date (dd/mm/yyyy)

#### Applicant 2

\*Signature

\*Full name

\*Capacity

\*Date (dd/mm/yyyy)

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**AUTHORITY POSTAL ADDRESS**

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Once completed, this application form and the associated enclosure(s) should be sent to:

**Public Protection,  
Assets and Environment,  
Tamworth Borough Council  
Marmion House,  
Lichfield Street,  
Tamworth,  
B79 7BZ**