



**PETROLEUM REGULATIONS 2014**

**APPLICATION FOR RENEWAL OF PETROLEUM CERTIFICATE**

Perth & Kinross Council as the Petroleum Enforcing Authority (PEA) will grant a storage certificate based on the information below. Please complete and update as necessary:

**1 Licence No**

**2 Site Address**

**3 Tank Information**

The following information are the Tanks in which the PEA currently permit you to store petroleum:

\* Please complete Tank No column.

Tank No.*	Compartment	Maximum working capacity

Please confirm this information is correct    Yes        No   

If no, please provide correct details below:

Tank No.	Compartment	Maximum working capacity

**4 Period of Certificate**

Certificates run for a period of 1 January to 31 December. You can apply for your Certificate to be valid for a period of anything between 1 and 10 years.

Please indicate how many years you wish your Certificate to be valid for \_\_\_\_\_

**5 Keeper of Petrol**

Keeper of Petrol (Company/Business Name)	
Registered Address (if limited company)	
Contact Name	
Telephone No	
E-mail address	

**6 Signed \_\_\_\_\_ Date \_\_\_\_\_**

**Please return completed application form to:**

Perth & Kinross Council  
Housing & Environment  
Pullar House  
35 Kinnoull Street  
Perth  
PH1 5GD

**Payment**

Application will not be processed until appropriate application fee is paid as detailed in covering letter.

Payment can be made by one of the following options:

- **Cheque** - made payable to Perth & Kinross Council. Please return cheque with application form to the address above.
- **Credit/debit card** – by calling Perth & Kinross Council Customer Service Centre on 01738 476476. Please quote the type of licence you are applying for, and if renewing an existing licence, quote your licence no. detailed on covering letter.
- **In person** - by visiting the cash office at Pullar House at the above address. Payment can be made by cash, cheque or credit card. Please quote the type of licence you are applying for, and if renewing an existing licence, quote your licence no. detailed on covering letter. You can return your completed application form at this time also.
- **By EBACS** – Please quote the licence type and your licence no. as reference:  
Account Name - Perth & Kinross Council Main Account  
Sort code - 83-47-00  
Account No - 11571138

Please note the fee charged is for the processing of the Licence. No refund will be given if an application is refused or is withdrawn.

The licence is issued for the period 1 January – 31 December, or the remainder of the year if the application is made part the way through the year. There will be no reduction in application fee for applications received part way through the year.

**HOW WE USE YOUR PERSONAL INFORMATION**

The information provided by you will be used by Perth & Kinross Council to process your application as above.

The Council may check information provided by you, or information about you provided by a third party, with other information held by us. We may also get information from certain third parties or share your information with them in order to verify its accuracy, prevent or detect crime, protect public funds or where required by law.

*For further information, please look at our website [www.pkc.gov.uk/dataprotection](http://www.pkc.gov.uk/dataprotection), email [dataprotection@pkc.gov.uk](mailto:dataprotection@pkc.gov.uk) or phone 01738 477933.*