

# POUNDBURY MANCO SKIPS

## Application for permission to place a skip in a MANCO courtyard

MANCO1 MANCO2 MANCO3 Delete as appropriate.

The purpose of this document is to prevent damage to the courtyard and minimize risk.

Name and address of company supplying the skip :-

Name of person to call out in emergency:  
Telephone No:  
Emergency (out of hours) telephone no:

Name, address & telephone number of company actually undertaking the work to the property and using the skip:-

Address of property INCLUDING Courtyard where the skip will be placed :-

Describe work to be done:-

Access Required (check vehicle delivery access)

Size of skip \_\_\_\_\_

Duration of project:

Start date: \_\_\_\_\_ Projected End Date \_\_\_\_\_

See notes over.....

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Please enclose a copy of Public Liability Insurance Cover for a minimum of £5 million per individual incident. *Please note the MANCO approver may **INCREASE** this sum dependent on the location of the works.*

Tick Copy of Public Liability Insurance is attached \_\_\_\_\_

## Additional Conditions

1. Ensure no surface damage by vehicles or skip.
2. Contractor to place scaffold planks or sleepers or protective wood under skip.
3. The skip company is responsible for all damage caused, and payment for restoration.
4. Ensure all emergency exits are clear at all times
5. Ensure all walkways or alleyways have unhindered access, or a suitably signed diversion.
6. Photograph the working surface before and after the works are carried out.
7. Ensure full access to all garages and parking spaces other than your own.

Signed: \_\_\_\_\_

Name \_\_\_\_\_

Date: \_\_\_\_\_

**Please post your address/contact to the MANCO as a MANCO Report so a representative can pick this form up OR scan this form and attach it to a MANCO Report.**

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*For Office Use Only*

*Date Received* \_\_\_\_\_ *Receipt and approval number Issued to sender* \_\_\_\_\_