



**Pollution Prevention and Control Act 1999**  
**Pollution Prevention and Control (England and Wales) Regulations 2000 (as amended)**

**APPLICATION FOR A PART B VAPOUR RECOVERY PERMIT**  
**(THE UNLOADING OF PETROL INTO STORAGE AT PETROL STATIONS)**

THREE COPIES OF THE COMPLETE APPLICATION ARE REQUIRED.  
PLEASE REFER TO ADVICE NOTES FOR APPLICANTS AS APPROPRIATE

1.(a) Name and address of premises where process is/will be carried out :

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1.(b) Name, address and telephone number of applicant\* :

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1.(c) Name, number and registered office of applicant company\* (if applicable) :

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\* The person / company who will operate the process, not e.g. the person / consultant who is writing the application on the operator's behalf.

1.(d) Address for correspondence (if different from a) or b) above) :

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1.(e) Name of ultimate holding company (if different from a) or b) above) :

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1.(f) Name and address for where invoices should be sent to :

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2. List of maps or plans enclosed with the application showing the location of the premises and the layout of the underground petrol tanks and the pipes (see Note 3) :

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3. Is the service station located under permanent living quarters or working areas (please delete as appropriate) ?

Yes  
No

4. When was the vapour recovery / retention equipment installed or when will it be installed?

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5. Please state the volume of petrol unloaded into the service station in each of the last three calendar years. Amounts to be in cubic metres (i.e. litres divided by 1000)

YEAR	VOLUME OF PETROL IN M <sup>3</sup>

6. Are deliveries driver controlled?

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7. At a maximum, how many tanker compartments discharge into storage tanks at any one time, or will do so once a vapour balancing system is in place?

If the latter information is not known, a statement should be made as to what assessment will be made to determine this information and in what time-scale. The information supplied under item 11 should be submitted by a site specific assessment.

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8. Measures taken or to be taken for vapour emission control, both during unloading and in storage.

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9. Please attach process diagrams and plans of vapour balancing equipment (including height and location of tank vent pipes).

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10. Please specify or attach procedure and instructions for unloading procedure :

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11. Please specify or attach details of supervision, training and qualifications of operating staff. Details should be specific to on-site staff and include general statements concerning driver deliveries.

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12. Please specify of attach the schedule of maintenance of vapour balancing controls.

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13. Please specify of attach the schedule of examination and testing for vapour balancing controls.

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14. Please specify of attach the procedure or contingency measures in the event of vapour containment failure.

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You may also include any other information you wish Herefordshire Council to consider when determining your application.

Fee of £..... enclosed (cheques to be made payable to Herefordshire Council) :

I hereby certify that all the information contained in this application is, to the best of my knowledge, correct.

.....  
(signature)

.....  
(name in BLOCK CAPITALS and capacity in which signing)

.....  
(date)

Please return to: Environmental Health & Trading Standards, Herefordshire Council,  
Bath Street Offices, Bath Street, Hereford. HR1 2ZF  
Tel. 01432 261986 / Fax. 01432 261982  
Email. [mwillimont@herefordshire.gov.uk](mailto:mwillimont@herefordshire.gov.uk)