

## RULES & REGULATIONS

### Refuse Collection & Waste Management

Oak Court

Please note the Rules & Regulations for the correct use of the bins at Oak Court:

#### GENERAL WASTE

- The rubbish is collected every Monday morning, though there is some variation around bank holidays – see Hillingdon Council’s website for updates.
- The Council collect the bins directly from the bin store area.
- Each flat has it’s own dustbin that is stored at the rear of the building, in the bin area.
- The Council directs that rubbish should be bagged up in black refuse sacks before being secured and placed within the bin receptacle.
- The dustbins are intended for the disposal of normal household rubbish only. Builders rubble and bulky items (including large cardboard boxes) are forbidden from being left in the bin area and should be disposed of at your expense at the local civic amenity site; as should any surplus rubbish that does not fit in your bin.
- Each resident is responsible for the cleanliness, upkeep, labelling and correct use of their own bin.

#### RECYCLING

- The recycling is collected every Monday, though there is some variation around bank holidays – see Hillingdon Council’s website for updates.
- There are no recycling bins at Oak Court. Instead, recyclable materials only may be placed in clear recycling bags by the property boundary for collection.
- Recycling bags may be ordered from Hillingdon Council.
- Recycling bags may be placed at the property boundary no earlier than 5:30pm on the evening before collection (i.e. Sunday evening) and no later than 7:00am on the day of collection (i.e. Monday morning). Outside of these time, your recycling should be stored within your flat.
- Recycling bags are not to be left in the bin store area with the general rubbish – they will not be collected from here.

Thank-you for your attention to this matter.

**ALL LANDLORDS SHOULD PLEASE ENSURE THAT THEIR TENANTS ARE PROVIDED WITH A COPY OF THIS DOCUMENT AT EACH TENANCY CHANGE. THANK-YOU.**