

## APPLICATION FOR REGISTRATION AS A SCRAP METAL DEALER UNDER THE SCRAP METAL DEALERS ACT 1964

I / We being a (proposed) Scrap Metal Dealer in the area of the LONDON BOROUGH OF LAMBETH local authority hereby apply for registration of the following particulars under the provisions of section 1 of the Scrap Metal Dealer Act 1964:-

1. Full name(s) of dealer:

2. Is the dealer:

An individual (or individuals)

*Please complete a) below*

A body corporate (e.g. a limited company)

*Please complete b) below*

a) Usual place of residence  
of the dealer(s):

b) Address of Registered or  
Principal Office of the  
dealer:

3. Reason for registration: *Please tick ONE of the following boxes to indicate which statement applies*

The dealer occupies the place(s) identified below as a scrap metal store;

The dealer does not occupy premises as a scrap metal store, whether in the area of the local authority or elsewhere, but his usual place of residence is within the area;

The dealer does not occupy premises as a scrap metal store, whether in the area of the local authority or elsewhere, but occupies the place(s) identified below wholly or partly for the purposes of carrying on business as a scrap metal dealer.

4. Address of each place in the  
area of the local authority  
which is (or will be) occupied  
by the dealer as a scrap  
metal store, or for other  
purposes of carrying on  
business as a scrap metal  
dealer:

*If none, please state 'NONE'*

5. Does the dealer carry on, or propose to carry on, the business of a scrap metal dealer as part of the business of an itinerant collector, and not otherwise?  Yes  No

Signature of applicant:

Print name:

Dated:

Capacity of person signing:  
(e.g. Director, Company Secretary)



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## REGISTRATION OF SCRAP METAL DEALERS UNDER THE SCRAP METAL DEALERS ACT 1964

### EXPLANATORY NOTES

#### General

A scrap metal dealer is defined as a person carrying on a business which consists wholly or partly of buying and selling scrap metal, whether the scrap metal sold is in the form in which it was bought or otherwise. This definition excludes business in the course of which scrap metal is not bought except as materials for the manufacture of other articles and is not sold except as a by-product of such manufacture or as surplus materials bought but not required for such manufacture.

“Scrap metal” includes any old metal, and any broken, worn out, defaced or partly manufactured articles made wholly or partly of metal, and any metallic wastes, and also includes old, broken, worn out or defaced tooltips or dies made of any of the materials commonly known as hard metal or of cemented or sintered metallic carbides.

All local authorities must maintain a register of all persons carrying on the business of a scrap metal dealer within their area – i.e. anyone who stores scrap metal at premises, or who uses premises for the purposes of scrap metal dealing, or who does not occupy premises for scrap metal dealing purposes but lives within the area.

It is an offence to carry on the business of a scrap metal dealer without having first registered the particulars of the dealer with the local authority. A person convicted of such an offence is liable to a fine not exceeding level 3 on the standard scale [£1,000].

#### Registration

Any person (or organisation) that carries on the business of a scrap metal dealer must register their details with the local authority, using the attached form.

Completed forms should be sent, marked for the attention of the **Licensing Section**, to the **London Borough of Lambeth, 5<sup>th</sup> floor, Blue Star House, 234-244 Stockwell Road, London, SW9 9SP**. There is currently no fee associated with the registration of a scrap metal dealer.

Upon receipt of a completed application, the local authority will issue a certificate of registration, and will enter the details of the scrap metal dealer on the register, which the authority is required to keep under the above-mentioned Act. Registrations are valid for 3 years, at the end of which time an application must be made to renew the registration.

Please note that if, as part of your business, you are also involved in the destruction of motor vehicles or the salvage of motor vehicles or parts, there may be separate notification or registration requirements that affect you. The local authority can provide further information on request.

#### Change of Details

While a registration is in force, scrap metal dealers must notify the local authority of any changes in the details that have been given to the authority, within 28 days of the change taking place.

Additionally, if the dealer ceases to trade as a scrap metal dealer in the area, they must notify the authority of this, to allow the authority to cancel the registration. Again, this notification should be made to the local authority within 28 days.

It is an offence to fail to comply with these requirements.

## Record Keeping

Every scrap metal dealer must keep, at each place occupied by him as a scrap metal store, a bound book containing the following information for every transaction carried out:

### Details of scrap metal received at that place

- the description and weight of the scrap metal
- the date and time of the receipt of the scrap metal
- if the scrap metal is received from another person, the full name and address of that person
- the price, if any, payable in respect of the receipt of the scrap metal, if that price has been ascertained at the time when the entry in the book relating to that scrap metal is to be made
- where the last preceding paragraph does not apply, the value of the scrap metal at the time when the entry is to be made as estimated by the dealer
- in the case of scrap metal delivered at the place in question by means of a mechanically propelled vehicle bearing a registration mark (whether the vehicle belongs to the dealer or not), the registration mark borne by the vehicle

### Details of scrap metal processed at or dispatched from, that place

- the description and weight of the scrap metal
- the date of processing or, as the case may be, despatch of the scrap metal, and, if processed, the process applied
- in the case of scrap metal despatched on sale or exchange, the full name and address of the person to whom the scrap metal is sold or with whom it is exchanged, and the consideration for which it is sold or exchanged
- in the case of scrap metal processed or despatched otherwise than on sale or exchange, the value of the scrap metal immediately before its processing or dispatch as estimated by the dealer

These details must be entered into the book immediately after receiving or processing/dispatching the scrap metal. Completed books must be retained for a minimum of two years beginning on the date on which the final entry was made.

If a registered person has declared that they carry on (or propose to carry on) the business of a scrap metal dealer as part of the business of an itinerant collector (that is, a person regularly engaged in collecting waste materials and old, broken, worn out or defaced articles, by means of visits from house to house), and has satisfied the local authority that this is the case, the authority may make an order that modifies the above requirements for that individual for a specified period. Such a person would be expected to obtain and retain receipts for the sale of all scrap metal, which include the weight of the metal and the aggregate price paid.

Scrap metal dealers who do not occupy premises as a scrap metal store are still required to keep records as outlined above, with the exception of the requirement to record metal received/processed/dispatched at premises, instead recording metal received/disposed of in the course of business. Records should be held at the dealers place of residence (or registered office).

A constable may enter and inspect at any reasonable time any premises registered by the local authority, and require production for inspection of any scrap metal kept at that place together with the records referred to above. Obstructing a constable exercising this right, or failing to produce records for inspection, is an offence under the Act.

## Offences

It is an offence for any scrap metal dealer to acquire scrap metal from any person under the age of sixteen years, regardless of whether they are offering the metal on their own behalf or not.

Any seller of scrap metal who supplies a false name or address to a dealer commits an offence.

A person found guilty of either of these offences shall be liable on summary conviction to a fine not exceeding level 1 on the standard scale [£200].