Your 2016-2017 garden waste collection service ends on 31 March. If you would like to continue the garden waste service, please pay the invoice enclosed before 1 April.

For just £30 a year you will receive:

- a brown bin, and
- an all year-round garden waste collection - every two weeks from March to November and monthly between December and February.

You can use your brown bin to recycle:

- grass cuttings
- hedge trimmings
- leaves
- small branches and twigs
- plants and weeds
- cut flowers.

Up to three extra bins can be purchased for an additional £15 each.

It can take up to ten working days to process your request for the service once your payment has cleared, so make sure you apply early to ensure you receive the service from 1 April 2017.

www.mansfield.gov.uk/gardenwaste
These terms and conditions apply to both the Mansfield district and the Newark and Sherwood district.

1. You have agreed to pay Mansfield District Council (MDC) to collect garden waste that has been placed in your brown bin(s).

2. The period of collection runs from 1 April to 31 March each year. The cost of the service is £30 a year for one bin and £15 for each additional bin. You can purchase a service for up to four bins per year. If you subscribe to the service partway through the year, the cost will be the same as for a full year.

3. Once your payment for the service has cleared, within 10 working days we will send you a brown bin (where required) and a sticker to attach to the back of each brown bin. We can only empty brown bins which correctly display a bin sticker. If a sticker becomes detached or lost, please email mdc@mansfield.gov.uk or call 01623 463463 for a replacement.

4. Your brown bin will be emptied every two weeks from March to November and monthly between December and February. Factors such as bad weather may prevent us from emptying your bin. If we miss your brown bin collection we will do our best to collect it at a later date. However, we will not be able to give you a refund if we miss, or are unable to collect your garden waste.

5. You are responsible for the waste that goes in your brown bin. If it becomes contaminated (by non-acceptable waste) we will not empty your brown bin and you will be responsible for removing the contaminated waste. We will not be able to empty your bin until the next scheduled collection date following removal of the contamination.

6. Payment for our Garden Waste Collection Service is required every year in advance. You will be notified of the charge and payment date for the following year’s service in January or February. If you do not pay the invoice by the specified date, we will withdraw your service until such time as you re-subscribe to the service. To ensure you receive a continuous service from 1 April 2017, the deadline for paying for the service is 20 March 2017.

7. If you are not a current user of our Garden Waste Collection Service you will need to sign up by 20 March 2017 if you want to receive a service from 1 April 2017. This is because it can take up to ten working days to process your request once your payment has cleared.

8. If you move to an address in Mansfield District, or an area in Newark and Sherwood District where we deliver our service, please take your brown bin with you so that you can continue to receive our service.

9. If you move address, but not to within the Mansfield district or an area in Newark and Sherwood district where we deliver our service, please do not take your brown bin with you. Please email mdc@mansfield.gov.uk or call 01623 463463 to make arrangements for us to collect your brown bin. You will not be entitled to a refund.

10. The service is non-transferable. If you move address then the service cannot be transferred to the new occupants. If the new occupants require the service then they will have to email us at mdc@mansfield.gov.uk or call 01623 463463 to sign up for the service.

11. All brown bins remain the property of MDC at all times.

12. If your brown bin becomes damaged through fair wear and tear, we will repair or replace it free of charge as soon as we can. If your bin is damaged through accident, neglect or misuse, the cost of repair or replacement may be recharged to you at £30 per bin. For damaged bins please email mdc@mansfield.gov.uk or call 01623 463463 to discuss replacement. If your brown bin is lost or stolen, you will be charged £30 for a replacement bin and sticker. To order a replacement, please email mdc@mansfield.gov.uk or call 01623 463463.

13. For more information about our Garden Waste Collection Service, visit www.mansfield.gov.uk/gardenwaste.