



**Cyfoeth  
Naturiol**  
Cymru  
**Natural  
Resources**  
Wales

# Cofrestrwch nawr

## Register now

Oes gan eich cartref  
danc carthion neu  
uned trin carthion  
gryno?

Os oes, cofrestrwch ef gyda  
ni gan ddefnyddio'r canllawiau  
a'r ffurflen gofrestru.

Does your home  
have a septic tank  
or package sewage  
treatment plant?

If so, please register it with  
us using the guidance and  
registration form enclosed.



## A hoffech chi ganfod mwy amdanom ni, neu am eich amgylchedd?

Yna ffoniwch ni ar **0300 065 3000**

e-bost [ymholiadau@cyfoethnaturiolcymru.gov.uk](mailto:ymholiadau@cyfoethnaturiolcymru.gov.uk)

neu ewch i'n gwefan [www.cyfoethnaturiolcymru.gov.uk](http://www.cyfoethnaturiolcymru.gov.uk)

Llinell argyfwng **0800 80 70 60** (24awr)

Canolfan Gwasanaeth Cwsmeriaid, Cyfoeth Naturiol Cymru,  
Tŷ Cambria, 29 Heol Casnewydd, Caerdydd CF24 OTP

## Would you like to find out more about us, or about your environment?

Then call us on **0300 065 3000**

email [enquiries@naturalresourceswales.gov.uk](mailto:enquiries@naturalresourceswales.gov.uk)

or visit our website [www.naturalresourceswales.gov.uk](http://www.naturalresourceswales.gov.uk)

Incident hotline **0800 80 70 60** (24hrs)

Customer Service Centre, Natural Resources Wales,  
Cambria House, 29 Newport Road, Cambria House, Cardiff CF24 OTP



## Beth i'w wneud os oes gan eich cartref danc carthion neu uned trin carthion gryno

Efallai eich bod yn defnyddio tanc carthion neu uned trin carthion gryno i drin carthion eich cartref, oherwydd na ellir ei gysylltu â'r rhwydwaith carthffosiaeth cyhoeddus.

Os oes gan eich cartref neu eiddo yng Nghymru danc carthion neu uned trin carthion gryno, mae'n rhaid ei gofrestru gyda ni.

I'r mwyafrif o bobl mae hyn yn gofrestrriad rhad ac am ddim, unwaith ac am byth, yn amodol ar rai meini prawf:

- os yw eich tanc carthion yn gollwng i ffos gerrig yn y ddaear, ac mae cyfanswm bobl sy'n byw yn yr eiddo yn llai na 9
- os yw eich uned trin carthion gryno yn gollwng i gwrs dŵr ac mae cyfanswm bobl sy'n byw yn yr eiddo yn llai na 27
- os nad yw'r system garthion yn agos at ardal warchoddedig neu ddynodedig ar gyfer yr amgylchedd neu gyflenwad dŵr daear. Safleoedd o Ddiddordeb Gwyddonol Arbennig (SoDdGA) neu Parth Diogelu Ffynhonnell ar gyfer dŵr yfed, er engrhaifft. Byddwn yn gwirio hyn ar eich rhan chi pan dderbyniwn eich cais chi
- os yw man gollwng y carthion o leiaf 50m i ffwrdd o ffynnon neu ddyfrdwill.

Os nad yw'ch system garthion yn cyrraedd y meini prawf uchod, efallai by bydd yn rhaid i chi wneud cais am drwydded amgylcheddol. Os felly, byddwn yn cysylltu â chi i gadarnhau beth sydd angen i chi ei wneud, a'ch helpu i fynd trwy'r broses, wedi i ni dderbyn eich cais.

Os ydych chi'n rhannu'ch tanc carthion neu'ch system drin ag eiddo arall, efallai na fydd arnoch angen ond un eithriad neu drwydded. Os ydych chi'n ansicr, holwch ni.

## What to do if your home has a septic tank or package sewage treatment plant

Your home may use a septic tank or package treatment plant to deal with your domestic sewage because it cannot be connected to the public sewerage system.

If your home or property is in Wales and has a septic tank or package sewage treatment plant, it must be registered with us.

For the majority of people, this is free and a one-off registration, subject to certain criteria:

- if your septic tank discharges into a soakaway in the ground and the property or properties has less than 9 people in total living there
- if your package sewage treatment plant discharges to a watercourse, and the property or properties has less than 27 people living there
- if the sewage system is not near a protected or designated area for the environment or groundwater supply. For example, a Site of Special Scientific Interest (SSSI) or a Source Protection Zone for drinking water – we can check this for you once we have received your application
- if the sewage discharge is more than 50m from a borehole or well.

If your sewage system does not meet the above criteria, you may need to apply for an environmental permit. If this is the case, we will contact you to confirm what you need to do and help you go through the process once we have received your application.

If you share your septic tank or treatment system with other properties you may only need one exemption or permit. Check with us if you are unsure.

## Pam fod angen i mi wneud hyn?

Nid yw'r rhan fwyaf o danciau carthion neu unedau trin carthion cryno yn achosi problemau os ydyn nhw wedi'u dylunio a'u gosod yn gywir, ac yn cael eu cynnal yn iawn.

Gallai gollyngiadau o systemau sydd ddim yn cael eu cynnal yn iawn: lygru afonydd, nentydd neu ddŵr tanddaearol; heintio dŵr yfed; neu niwedio safleoedd cadwraeth natur.

Mae'n bwysig iawn fod perchnogion yn gofalu fod tanciau carthion neu unedau trin carthion cryno yn gweithio'n iawn.

## Beth ddylwn i wneud nesaf?

Os oes gennych garthbwell, neu os ydych eisoed wedi cael caniatâd i ollwng eich carthion, yna does dim angen i chi gofrestru.

Os oes gennych danc carthion neu uned trin carthion gryno, mae'n rhaid ei gofrestru gyda ni. Gallwch naill ai lenwi'r ffurflen ynghlwm a'i dychwelyd i ni, neu gofrestru ar ein gwefan: [www.cyfoethnaturiolcymru.gov.uk](http://www.cyfoethnaturiolcymru.gov.uk)

Os ydych angen cyngor ynghylch cofrestru ffoniwch 0300 065 3000 (Llun - Gwener, 8yb - 6yn).

Byddwn ni angen gwybod:

- Eich enw, cyfeiriad a chôd post
- Faint o ddŵr ydych chi'n ei ollwng o'ch tanc carthion - mae'n bosibl amcangyfrif hynny yn ôl nifer y bobl sy'n byw yn eich eiddo
- A yw'r tanc carthion neu uned trin carthion gryno, yn cael ei rannu gyda unrhyw eiddo arall
- A yw'r tanc carthion yn gollwng i'r ddaear trwy ffos gerrig neu'n gollwng i afon neu nant trwy becyn gwaith trin carthion

Cwblhewch y ffurflen gofrestru atodedig a'i ddychwelyd i ni mor fuan â phosibl, os gwelwch yn dda.

## Why do I need to do this?

Most septic tanks or package sewage treatment plants do not cause problems if they are well designed, installed and are well maintained.

The discharge from poorly maintained systems could: pollute rivers, streams or underground water; contaminate sources of drinking water; or harm nature conservation sites.

It is very important that septic tanks or package sewage treatment systems are kept in good order by their owners.

## What do I do next?

If you have a cesspit, or already have an existing discharge consent for your sewage discharge, then you do not need to register.

If you have a septic tank or a package sewage treatment plant, you must either fill in the attached form and send it back to us, or register on our website: [www.naturalresourceswales.gov.uk](http://www.naturalresourceswales.gov.uk)

If you need advice about the registration please call 0300 065 3000 (Mon-Fri, 8am - 6pm).

We will need to know:

- Your name, address and postcode
- How much water you discharge from your septic tank - this can be estimated by how many people live in your property
- If the septic tank or sewage treatment plant is shared with any other property
- Whether the discharge from the septic tank goes into the ground via a soakaway, or into a river or stream via a package sewage treatment plant

Please complete the attached registration form and return it to us as soon as possible.

- A wyddoch chi am unrhyw ffynhonnau neu ddyfrdyllau o fewn 50 metr (150 troedfedd) i'ch tanc carthion neu uned trin carthion gryno
- Cyfeirnod grid man gollwng y tanc carthion neu uned trin carthion gryno.  
I ganfod y cyfeirnod grid ewch i:  
[www.gridreferencefinder.com](http://www.gridreferencefinder.com)
  - Nodwch eich côd post
  - Nodwch safle'ch tanc carthion
  - Cliciwch fotwm dde eich llygoden yn y man hwn
  - Bydd eich cyfeirnod grid 12 digid yn cael ei ddangos

Os nad ydych yn gallu defnyddio'r rhyngrwyd, gallwch ddefnyddio map Arolwg Ordnans i ddarganfod eich cyfeirnod grid. Neu gallwch anfon map yn dangos y man gollwng. Os na allwch wneud hynny am unrhyw reswm, yna efallai y byddwn yn cysylltu â chi i'ch helpu ar ôl derbyn eich ffurflen gais.

## Beth fydd yn digwydd ar ôl i mi gyflwyno fy ffurflen?

Byddwn fel arfer, yn ceisio prosesu'ch cais o fewn 15 diwrnod gwaith. Fodd bynnag, efallai bydd yn cymryd ychydig mwy o amser, oherwydd inni dderbyn llawer o geisiadau.

Os yw eich cais yn cyrraedd y meini prawf, byddwn yn cofrestru eich tanc/iau carthion am ddim.

Os nad yw eich cais yn cyrraedd y meini prawf, bydd yn rhaid i chi ymgeisio am drwydded amgylcheddol. Byddwn yn rhoi arweiniad i chi ynghylch sut i wneud hynny, a'ch helpu trwy'r broses.

Mae trwydded amgylcheddol y costio £125. Mae hwn yn daliad unwaith ac am byth.

- If you are aware of any wells or boreholes within 50 meters (150 feet) of your septic tank or package sewage treatment plant
- The grid reference for the septic tank or sewage treatment plant discharge.  
To find out the grid reference go to:  
[www.gridreferencefinder.com](http://www.gridreferencefinder.com)
  - Enter your postcode
  - Locate the position of your septic tank
  - Click the right hand button on your mouse at this location
  - Your 12 digit grid reference will appear

If you do not have access to the internet, you could look for your grid reference by using an Ordnance Survey map. Or you could supply us with a small map showing the point of discharge. If you are unable to provide this information for any reason, then we may contact you to help with this after we have received your application.

## What happens after I submit my form?

We will usually process your application within 15 working days. However, it may take slightly longer, due to a high number of applications.

If your application meets the criteria, we will register your tank/s free of charge.

If your application does not meet the criteria, you may have to apply for an environmental permit. We will supply you with guidance on how to do this and help you through the process.

An environmental permit costs £125. This is a one off payment.

Ar ôl i chi gwblhau'r ffurflen gofrestru, anfonwch hi at:  
Canolfan Gwasanaeth Cwsmeriaid,  
Cyfoeth Naturiol Cymru, Tŷ Cambria,  
29 Heol Casnewydd, Caerdydd CF24 OTP  
neu, gallwch ei yrru atom ar ebost at:  
[yholiadau@cyfoethnaturiolcymru.gov.uk](mailto:yholiadau@cyfoethnaturiolcymru.gov.uk)

Once you've completed the registration form, please send it to:  
Customer Service Centre, Natural Resources Wales, Cambria House, 29 Newport Road, Cambria House, Cardiff CF24 OTP or, you can email it to us at:  
[enquiries@naturalresourceswales.gov.uk](mailto:enquiries@naturalresourceswales.gov.uk)

## Ar ôl i chi cofrestru

Mae perchnogion tanciau carthion neu unedau trin carthion cryno yn gyfrifol am eu cynnal a'u cadw'n iawn er mwyn osgoi llygredd.

### Dylech:

- drefnu i gludydd gwastraff trwyddedig gael gwared yn rheolaidd â slwtsh yn y system. Cewch ragor o wybodaeth yn y *British Water Guide to the Desludging of Sewage Treatment Systems*\*
- wneud yn siŵr fod y system yn cael ei chynnal a chadw'n unol â chyfarwyddiadau'r gwneuthurwyr. Cewch ragor o wybodaeth yn y British Water Code of Practice – A Guide for Users of Small Wastewater Treatment Systems
- gadw pob cofnod ynghylch y system am o leiaf 5 mlynedd (er enghraifft, derbynebaw cynnal a chadw, derbynebaw gwagio'r tanc, cofnodion gwasanaethu)
- roi gwybod i ni os nad yw'n gweitho, neu os ydych yn amau ei fod yn achosi llygredd

Os ydych yn gwerthu neu'n gadael eich cartref, does dim rhaid i chi ddweud wrthym ni: ond, mae'n rhaid i chi roi unrhyw ddogfennau perthnasol a chofnodion cynnal a chadw'r system i'r perchennog newydd.

\* Mae dogfennau *British Water Codes of Practice* ar gael yn rhad ac am ddim ar:  
[http://www.britishwater.co.uk/publications/Publications\\_and\\_Technical\\_Guides.aspx](http://www.britishwater.co.uk/publications/Publications_and_Technical_Guides.aspx)

## After you have registered

Owners of septic tanks and other small package sewage treatment systems have a responsibility to keep their systems in good order to prevent pollution.

### You should:

- arrange for excess sludge to be regularly removed from the system by a licensed waste carrier. You can get more information in the *British Water Guide to the Desludging of Sewage Treatment Systems*\*
- make sure that the system is properly maintained in line with manufacturer's instructions. You can get more information in the British Water Code of Practice – A Guide for Users of Small Wastewater Treatment Systems
- keep all records (for example, maintenance receipts, tank emptying receipts, servicing records) relating to the system for at least five years
- tell us if it ceases to operate or you suspect it is causing pollution

If you sell or leave your home, you do not need to tell us. However, any relevant documentation should be passed to the new owner, along with maintenance records for the system.

\* The *British Water Codes of Practice* are available free of charge at:  
[http://www.britishwater.co.uk/publications/Publications\\_and\\_Technical\\_Guides.aspx](http://www.britishwater.co.uk/publications/Publications_and_Technical_Guides.aspx)

Am ragor o wybodaeth, ffoniwch 0300 065 3000, gyrrwch ebost at [yholiadau@cyfoethnaturaolcymru.gov.uk](mailto:yholiadau@cyfoethnaturaolcymru.gov.uk) neu ewch i:  
[www.cyfoethnaturaolcymru.gov.uk](http://www.cyfoethnaturaolcymru.gov.uk)

For more information, call 0300 065 3000, email [enquiries@naturalresourceswales.gov.uk](mailto:enquiries@naturalresourceswales.gov.uk) or visit:  
[www.naturalresourceswales.gov.uk](http://www.naturalresourceswales.gov.uk)



## Cofrestru'ch tanc carthion neu'ch uned trin carthion gryno

## Registering your septic tank or small sewage treatment plant

Os oes gennych fwy nag un eiddo neu safle, bydd angen cwblhau ffurflen ychwanegol ar eu cyfer. Gallwch ofyn am rhain drwy ffonio 0300 065 3000 neu o'n gwefan: [www.cyfoethnaturiolcymru.gov.uk](http://www.cyfoethnaturiolcymru.gov.uk)

If you have more than one property or site, you will need to fill out a form for each one. You can request additional forms from 0300 065 3000 or visit our website: [www.naturalresourceswales.gov.uk](http://www.naturalresourceswales.gov.uk)

### Eich Manylion:

### Your details:

Teitl (Mr, Mrs, Miss, Dr)	<input type="text"/>	Title (Mr, Mrs, Miss, Dr)
Enw llawn	<input type="text"/>	Full name
Enw'r cwmni neu sefydliad (os yn berthnasol)	<input type="text"/>	Company name or organisation (If applicable)
Cyfeiriad cyswllt	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Contact address
Côd post	<input type="text"/>	Postcode
Rhif ffôn cyswllt	<input type="text"/>	Contact phone number
Cyfeiriad ble mae'r tanc carthion neu uned trin carthion gryno yn cael ei ddefnyddio os yn wahanol i'r cyfeiriad uchod.	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Address where septic tank or small sewage treatment plant is used if different from address above.
Côd post	<input type="text"/>	Postcode
Eich cyfeiriad e-bost (dewisol)	<input type="text"/>	Your email (optional)

## Lleoliad y gollyngiad:

Rhowch gyfeirnod grid ar gyfer eich ffos gerrig neu ble mae'r elifiant yn gollwng i gwrs dŵr:

Cyfeirnod Grid            
{Enghraifft: AB 12345 67890}

Os medrwch ddefnyddio'r rhyngwrwyd, bydd y wefan ganlynol o gymorth i chi ganfod Cyfeirnod Grid eich tanc carthion neu uned trin carthion gryno:

Ewch i [www.gridreferencefinder.com](http://www.gridreferencefinder.com)

- Nodwch eich côd post
- Nodwch safle'ch tanc carthion
- Cliciwch fotwm dde eich llygoden yn y man hwn
  - Bydd eich cyfeirnod grid 12 digid yn cael ei ddangos.

Os nad ydych yn gallu defnyddio'r rhyngwrwyd, gallwch ddefnyddio map Arolwg Ordnans i ddarganfod eich cyfeirnod grid. Neu gallwch anfon map yn dangos y man gollwng. Os na allwch wneud hynny, gadewch yn wag. Efallai byddwn yn cysylltu â chi yn nes ymlaen i drafod sut y gallwn gael yr wybodaeth.

## Eich system trin carthion (rhowch dic)

A oes gan eich eiddo:  
danc carthion neu   
uned trin carthion gryno?

A oes mwy nag un eiddo'n gollwng i'ch tanc carthion neu i'ch uned trin carthion gryno?  
Oes   
Nac oes

A oedd y system yn ei le cyn Ebrill 2010?  
Oedd   
Nac oedd

## A yw gorlif eich tanc carthion yn gollwng i (rhowch dic):

afon, nant neu aber   
i'r ddaear

## Math o eiddo (ticiwch un):

Domestig   
Masnachol

## Location of discharge:

Please provide a grid reference for your soakaway or the point the effluent discharges to a watercourse:

Grid reference            
{Example: AB 12345 67890}

If you have access to the internet, the following website will help you find a Grid Reference for your septic tank or small sewage treatment plant:

Go to [www.gridreferencefinder.com](http://www.gridreferencefinder.com)

- Enter your postcode
- Locate the position of your septic tank
- Click the right hand button on your mouse at this location
- Your 12 digit grid reference will be provided.

If you do not have access to the internet, you could look for your grid reference by using an Ordnance Survey map. Or you could supply us with a small map showing the point of discharge. If you cannot provide this, please leave blank. We may contact you at a later stage to discuss how we can get this information.

## Your sewage treatment system (please tick)

Does your property have:  
a septic tank or   
small package sewage treatment plant?

Does more than one property discharge to your septic tank or small package sewage treatment plant?  
Yes   
No

Was the system in place before April 2010?  
Yes   
No

## Does the overflow from your septic tank discharge to (please tick):

river, stream or estuary   
ground

## Type of property (please tick):

Domestic   
Commercial



Er mwyn inni fedru amcangyfrif cyfanswm y gollyngiad, dywedwch wrthym faint o bobl, ar y mwyaf, y mae'r tanc neu'r gwaith trin carthion yn eu gwasanaethu:

- 0-8   
9-26   
27 neu fwy

Ydych chi'n ymwybodol o unrhyw ffynhonnau neu ddyfrdyllau o fewn 50 metr (150 troedfedd) i'ch tanc carthion neu'ch uned trin carthion gryo?

- Ydw   
Nac ydw

### Datganiad

Cwblhewch a llofnodwch y datganiad isod. I'ch helpu, darllenwch y canllaw a'r wybodaeth drosodd am Warchod Data a Diogeledd Cenedlaethol.

Trwy roi tic ar y datganiad canlynol, byddwch yn cadarnhau eich bod yn deall ac yn derbyn y telerau canlynol y cofrestriad:

- Bod yn rhaid cynnal a chadw eich system yn briodol ac mae'n rhaid iddi weithio heb achosi llygredd a allai niweidio pobl, eiddo a'r amgylchedd.
- Dylid cadw cofnodion o'r cynnal a chadw (fel biliau tancer) am bum mlynedd. Dylid rhoi'r rhain i unrhyw berchennog newydd yr eiddo, a'u hysbysu am y cofrestriad ac am y telerau.
- Os bydd y gollwng yn peidio, dylech hysbysu Cyfoeth Naturiol Cymru.

Dylid nodi fod unrhyw berson sy'n gwneud datganiad ffug neu gamarweiniol yn ymwybodol neu'n fyrbwyll er mwyn cael cofrestru (iddyn nhw eu hunain neu berson arall) yn cyflawni trosedd o dan Reoliad 38 o Reoliadau Caniatáu Amgylcheddol (Cymru a Lloegr) 2010.

Am ragor o wybodaeth ymwelwch â'n gwefan, cysylltwch â'n Canolfan Cyswllt Cwsmeriaid Genedlaethol ar 0300 065 3000, neu ein e-bostio ar ymholiadau@cyfoethnaturiolcymru.gov.uk

**Rwy'n datgan fod yr wybodaeth a ddarperir ar y ffurflen gofrestru'n gywir**

Llofnodwyd \_\_\_\_\_ Signed

Printiwch Eich Enw \_\_\_\_\_ Print Name

Dyddiad \_\_\_\_\_ Date

Mewn rhai achosion, bydd angen i ni gysylltu â chi er mwyn holi rhagor ynglŷn â'ch cais. Dywedwch pa iaith byddai orau gennych:

- Cymraeg   
Saesneg

In order for us to estimate the volume of the discharge, please tell us the maximum number of people the septic tank or package sewage treatment plant serves:

- 0-8   
9-26   
27 or more

Are you aware of any wells or boreholes within 50 metres (150 feet) of your septic tank or small sewage treatment plant?

- Yes   
No

### Declaration

Please complete and sign the declaration below. To help you, please read the guidance and the information on Data Protection and National Security overleaf.

Ticking the following declaration confirms that you understand and accept the following terms of the registration:

- The need for appropriate maintenance of your system and that it must operate without causing pollution that could harm people, property and the environment.
- Records of maintenance (such as tanker bills) should be kept for five years. These should be passed to any new owner of the property, who should be notified of the registration and its terms.
- If the discharge ceases, you should notify Natural Resources Wales.

It should be noted that a person knowingly or recklessly making a statement which is false or misleading to gain a registration (for themselves or another person) commits an offence under Regulation 38 of the Environmental Permitting (England and Wales) Regulations 2010.

For more information visit our website, contact our National Customer Contact Centre on 0300 065 3000, or email us at enquiries@naturalresourceswales.gov.uk

**I declare that the information provided on the registration form is correct**

In some cases, we may need to get back to you with further enquiries regarding your application. Please state you preferred language:

- Welsh   
English

## Beth sy'n digwydd nesaf?

Pan fyddwn yn derbyn eich ffurflen byddwn yn adolygu'r wybodaeth ac yn asesu'ch cofrestrriad.

I'r mwyafrif o bobl, dyna fydd diwedd y broses a byddwn yn anfon manylion atoch yn dangos eich bod wedi cofrestru'n llwyddiannus.

Mewn rhai achosion, yn dibynnu ar yr wybodaeth a geir, efallai y bydd yn rhaid ymgeisio am drwydded amgylcheddol. Os felly, byddwn yn ysgrifennu i ddweud beth fydd yn rhaid i chi ei wneud nesaf.

## Deddf Gwarchod Data 1998 a Diogeledd Cenedlaethol

Byddwn ni, yn Cyfoeth Naturiol Cymru, fel arfer yn rhoi'r holl wybodaeth yn eich cais, ac eithrio eich manylion cyswllt personol, ar gofrestr gyhoeddus o wybodaeth amgylcheddol.

Gallwn eithrio rhywfaint o wybodaeth o'r gofrestr gyhoeddus ar sail diogeledd cenedlaethol.

Os ydych yn credu y dylai gwybodaeth cael ei heithrio, mae'n rhaid i chi ddweud wrth Weinidogion Cymru mewn llythyr, pam na fyddai o fudd i ddiogeledd cenedlaethol rhoi'r wybodaeth ar y gofrestr gyhoeddus. Mae'n rhaid i chi amgau copi o'r llythyr hwn gyda'ch cais ac mae'n rhaid i chi ddal i gynnwys yr wybodaeth yn eich cais. Ni fyddwn yn cynnwys yr wybodaeth ar y gofrestr gyhoeddus os bydd Gweinidogion Cymru'n penderfynu y dylai gael ei heithrio.

Noder: Ni fyddwn yn gallu symud ymlaen â'ch cofrestrriad nes derbyn penderfyniad Gweinidogion Cymru.

## Ble i anfon eich ffurflen gofrestru:

Ar ôl i chi gwblhau'r ffurflen gofrestru, anfonwch hi at:

Canolfan Gwasanaeth Cwsmeriaid,  
Cyfoeth Naturiol Cymru,  
Tŷ Cambria,  
29 Heol Casnewydd,  
Caerdydd CF24 0TP

Os ydych yn llenwi'r ffurflen yn electronig, gallwch ei ddanfôn yn ôl atom ar e-bost at:  
[ymholiadau@cyfoethnaturiolcymru.gov.uk](mailto:ymholiadau@cyfoethnaturiolcymru.gov.uk)

## What happens next?

When we receive your form, we will review the information and assess your registration.

For the majority of people, this will be the end of the process and we will send you details of your successful registration.

In some cases, depending on the information provided, there could be an additional requirement to apply for an environmental permit. In such cases, we will write to tell you what you have to do next.

## The Data Protection Act 1998 and National Security

We, at Natural Resources Wales, will normally put all the information in your application, apart from your personal contact details, onto a public register of environmental information.

We may exclude certain information from the public register on grounds of national security.

If you believe that information should be excluded, you must tell the Welsh Ministers in a letter why it would not be in the interests of national security to put the information on a public register. You must enclose a copy of this letter with your application and you must still include the information in your application. We will not include the information on the public register if the Welsh Ministers decide that it should be excluded.

Please note: We will not be able to progress your registration until we receive the decision from the Welsh Ministers.

## Where to send your registration form:

After you've completed the registration form, please send it to:

Customer Service Centre,  
Natural Resources Wales,  
Cambria House,  
29 Newport Road,  
Cambria House,  
Cardiff CF24 0TP

If you complete the form electronically, you can email it to us at: [enquiries@naturalresourceswales.gov.uk](mailto:enquiries@naturalresourceswales.gov.uk)

## A hoffech chi ganfod mwy amdanom ni, neu am eich amgylchedd?

Yna ffoniwch ni ar **0300 065 3000**

e-bost [ymholiadau@cyfoethnaturiolcymru.gov.uk](mailto:ymholiadau@cyfoethnaturiolcymru.gov.uk)

neu ewch i'n gwefan [www.cyfoethnaturiolcymru.gov.uk](http://www.cyfoethnaturiolcymru.gov.uk)

Llinell argyfwng **0800 80 70 60** (24awr)

Canolfan Gwasanaeth Cwsmeriaid, Cyfoeth Naturiol Cymru,  
Tŷ Cambria, 29 Heol Casnewydd, Caerdydd CF24 OTP

## Would you like to find out more about us, or about your environment?

Then call us on **0300 065 3000**

email [enquiries@naturalresourceswales.gov.uk](mailto:enquiries@naturalresourceswales.gov.uk)

or visit our website [www.naturalresourceswales.gov.uk](http://www.naturalresourceswales.gov.uk)

Incident hotline **0800 80 70 60** (24hrs)

Customer Service Centre, Natural Resources Wales,  
Cambria House, 29 Newport Road, Cambria House, Cardiff CF24 OTP



**Yr amgylchedd yn gyntaf:** Argreffir yr adroddiad hwn ar bapur wedi ei wneud yn gyfan gwbl o wastraff a ddefnyddiwyd eisoes. Defnyddir isgynhyrchion gwneud y mwydion a'r papur ar gyfer compostio a gwrtaith, gwneud sment a chynhyrchu trydan.

**Environment first:** This publication is printed on paper made from 100 per cent previously used waste. By-products from making the pulp and paper are used for composting and fertiliser, for making cement and for generating energy.