



## Steps to complete a Skip Bin Licence Application

1. Login to Self-Service Account once you have registered.

<https://www.innerwest.nsw.gov.au/about/get-in-touch/online-self-service>

Enter online self-service as a registered user

Enter as a registered user

### Troubleshooting

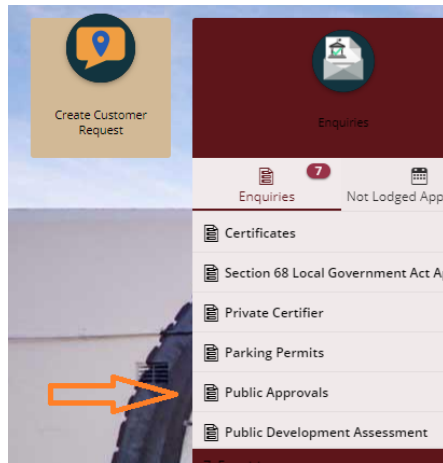
Tips for navigating the site



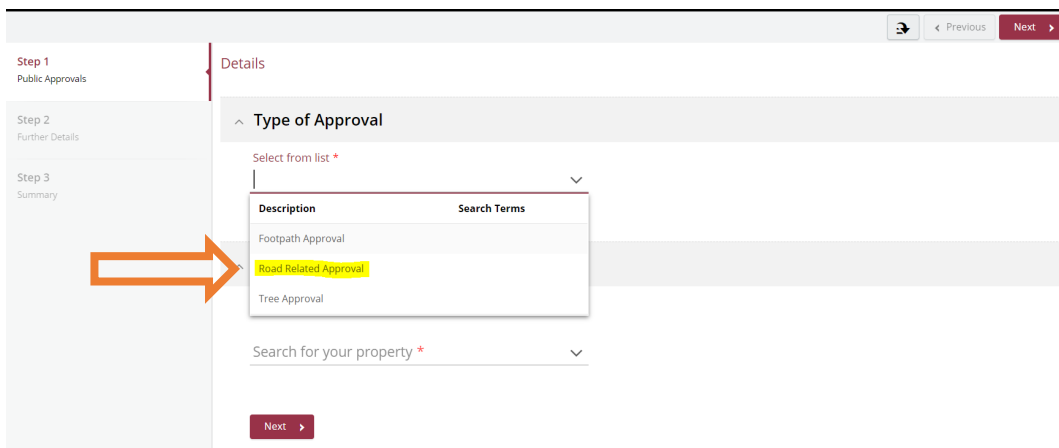
'How to' guides for using online self-service



2. Once you have logged in, please click on “Public Approvals” under Enquiries Tab



3. Choose “Road Related Approval” from the list.



4. Choose Appropriate Application, enter property address and click Next

Step 1  
Public Approvals

Step 2  
Further Details

Step 3  
Summary

Details

^ Road Related Approval (select all activities you are proposing)

- Road, Footpath and Carpark Occupancy Permit
- Roadworks Step 1 Design Approval
- Roadworks Step 2 Permit to Construct
- Mobility Parking Zone
- Road Opening Permit
- Standing Plant Permit
- Temporary Full Road Closure
- Skip Bin - User
- Hoarding Permit
- Street Party
- Filming and Photography Permit
- Work Zone Application
- Skip Bins - Provider Licence

5. Enter property address and click Next

Where?

By address By land parcel By street

Search for your property

214 Fisher Street PETERSHAM, NSW 2028

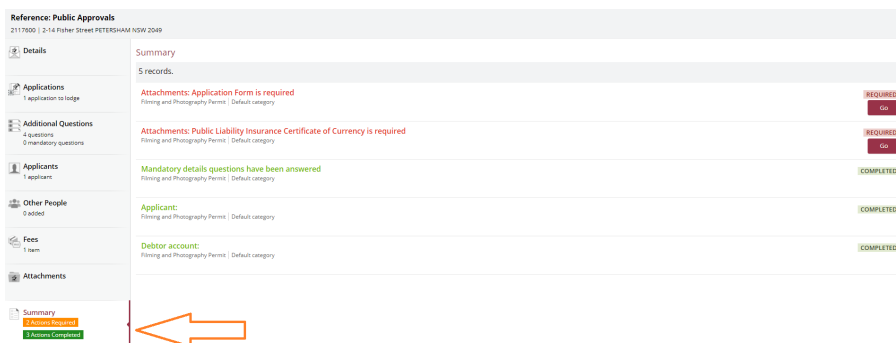
Map

6. Please click the next button. Council will contract the skip supplier to ensure all documentation is correct and an invoice will be generated as part of the application process.

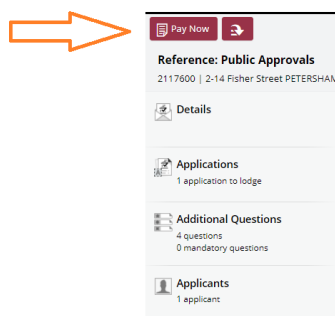
7. Please click "Lodge" to continue with the application.

Previous Lodge

- The Application Summary Page will appear. Click on summary and complete the actions required. Please note the below is an example – every application will ask for different actions.



- Once all the information requested has been attached, “Pay Now” Option will appear.
- Click on Pay Now and payment page will appear



**11. FINAL STEP: Your Application is NOT LODGED until you complete this step.**

Once you have made the payment, the system will take you back to application.

Ensure you click **“Finalise and lodge”** for application to be lodged.