

EcoCycle Booking Form

Please email through all job requests to bookings@ecocycle.com.au

Please ensure that the following details are included in all job request emails. Note that the fields indicated in **red** are mandatory:

PO Number (if required by your AP department)

Your Account Name / EcoCycle Customer Code

Collection Site/Business Name

Site Address

Postcode **State**

Site Contact 1

Name **Phone**

Site Contact 2

Name **Phone**

Access/business Hrs **Forklift availability onsite** ☐ Yes ☐ No

Preference of service date

Any other special Instructions

e.g. Gate number, specific signage, access entry, door number, service road

Job/Service request details:

e.g. Changeover of coffin bin x 1, Height/Clearance restrictions

Materials specifications:

If materials are loose/palletised, please confirm the dimensions and approximate weight

Photos of materials for collection

Please attach photos to the email when sending the booking request, thank you.