

## Scrap Metal Dealer - Site Licence

LICENCE No: SMD0035

Licence commences 23/12/2025 Expires 22/12/2028

Licensee

ADVANCED METAL INNOVATION COMPANY LTD

### Display of licence

- A scrap metal dealer who holds a *site licence* must display a copy of the licence at each site identified in the licence in a prominent place in an area accessible to the public.
- A scrap metal dealer who holds a *collector's licence* must display a copy of the licence on any vehicle that is being used in the course of the dealer's business. This must be displayed in a manner which enables it easily to be read by a person outside the vehicle.

A scrap metal dealer who fails to comply with this is guilty of an offence and is liable on summary conviction to a fine not exceeding level 3 on the standard scale.

### Verification of supplier's identity

- A scrap metal dealer must not receive scrap metal from a person without verifying the person's full name and address.
- That verification must be by reference to documents, data or other information obtained from a reliable and independent source.

The Secretary of State will issue regulations in regards to what type of documents and data is sufficient.

It is an offence not to obtain and verify the seller's identity, punishable by a fine not exceeding level 3 on the standard scale.

This offence applies to the scrap metal dealer, the site manager and any other person who has responsibility for fulfilling this requirement on behalf of the business.

### Offence of buying scrap metal for cash

- It is now an offence for all scrap metal dealers to buy scrap for cash.
- Payments must now be made by cheque or electronic transfer.

This offence applies to the scrap metal dealer, the site manager and any person who makes the payment acting for the dealer.

Anyone convicted will be liable on summary conviction to a level 5 fine on the standard scale.

## RECORD KEEPING

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### Records: Received Metals

Scrap metal dealers must record the following information:

- the description of the metal, including its type (or types if mixed), form, condition, weight and any marks identifying previous owners or other distinguishing features;
- the date and time of its receipt;
- if the metal is delivered in or on a vehicle, the registration mark (within the meaning of section 23 of the Vehicle Excise and Registration Act 1994) of the vehicle;
- if the metal is received from a person, the full name and address of that person;
- if the dealer pays for the metal, the full name of the person who makes the payment acting for the dealer.

*This must be recorded in a manner which allows the information and the scrap metal to which it relates to be readily identified by reference to each other.*

- If the dealer receives the metal from a person, the dealer must keep a copy of any document which the dealer uses to verify the name or address of that person.
- If the dealer pays for the metal by cheque, the dealer must keep a copy of the cheque.

*These must be marked so as to identify the scrap metal to which they relate.*

- If the dealer pays for the metal by electronic transfer, (a) the dealer must keep the receipt identifying the transfer, or (b) if no receipt identifying the transfer was obtained, the dealer must record particulars identifying the transfer.

*This must be recorded in a manner which allows the information and the scrap metal to which it relates to be readily identified by reference to each other.*

**All the information above must be kept for a period of 3 years beginning with the day on which the metal is received or (as the case may be) disposed of.**

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**Records: Disposal of Metal**

Records must be kept if a scrap metal dealer disposes of any scrap metal in the course of their business.

For these purposes metal is disposed of-

- whether or not it is in the same form in which it was received;
- whether or not the disposal is to another person;
- whether or not the metal is despatched from a site.

For a **site licence**, the dealer must record the following information:

- the description of the metal, including its type (or types if mixed), form and weight;
- the date and time of its disposal;
- if the disposal is to another person, the full name and address of that person;
- if the dealer receives payment for the metal (whether by way of sale or exchange), the price or other consideration received.

For a **collector's licence**, the dealer must record the following information:

- the date and time of the disposal;
- if the disposal is to another person, the full name and address of that person.

*This must be recorded in a manner which allows the information and the scrap metal to which it relates to be readily identified by reference to each other.*

*This information must be kept for a period of 3 years beginning with the day on which the metal is received or (as the case may be) disposed of.*

**A person commits an offence if they fail to keep records and or fail to fulfil any of the requirements stated above and is liable on summary conviction to a fine not exceeding level 5 on the standard scale.**

**Right to Enter and Inspect**

A constable or an officer of a local authority may enter and inspect a licensed site at any reasonable time on notice to the site manager.

A constable or an officer of a local authority may enter and inspect a licensed site at any reasonable time, otherwise than on notice to the site manager, if-

- reasonable attempts to give such notice have been made and have failed, or
- entry to the site is reasonably required for the purpose of ascertaining whether the provisions of this Act are being complied with or investigating offences under it and (in either case) the giving of notice would defeat that purpose.

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A person who obstructs the exercise of a right of entry or inspection under this section, or fails to produce a record required to be produced will be guilty of an offence.