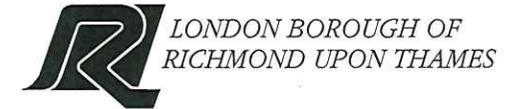


Business Graffiti Removal Card Request

Business Name:	Email Address:
Address:	
Post Code:	
Location of Graffiti on property:	



Dear Sir/Madam,

It has been noted that this property has been subjected to a graffiti attack. **Please report this to the police.** The Council offers a removal service to the business community, for accessible graffiti below a height of 3m from ground level, as follows:

- (1) Free to independent businesses employing 9 employees or less nationally.
- (2) Unlimited removal for an annual fee for larger businesses subscribing to the Graffiti Removal Scheme, or,
- (3) One off quotations for removal on request.

If you wish to use our graffiti removal service, please complete and sign the appropriate sections below and return this pre-paid card or email, it to waste&recycling@richmond.gov.uk

I understand that any work will be undertaken at my own risk and that the Council and its agents will not be liable for any damage caused in undertaking the works.

Please note that whilst every care will be taken, the Council cannot accept responsibility for damage caused by the cleaning process, nor guarantee complete removal. If paint is not supplied, our team will use paint available to them in the colour of the nearest match to the existing paint.

Tick appropriate box(es)

- I request the removal of graffiti from the address shown above and my business qualifies for category (1). I give the London Borough of Richmond upon Thames Council ("The Council") full and unconditional authorisation to remove any graffiti on my/our property from the date of signing this authorisation until terminated in writing by me. (Giving the Council this authorisation will enable us to remove any future graffiti attacks on your property without the need for written consent on each occasion). To report an attack and request removal, please telephone 020 8891 1411, send an email to customer.services@richmond.gov.uk or complete the online reporting form available on the Council website www.richmond.gov.uk/report_graffiti
- I wish to subscribe to the annual Graffiti Removal Scheme and request further details. I understand I will have to pay an annual fee for this service.
- I wish to receive a one off quotation for removal.
- I understand that I will need to supply the graffiti removal team with the correct colour paint to match my property.

Signed _____ Print Name _____

Position (e.g. Owner, Manager, Partner) _____ Date _____

To find out more about how the Council manages your personal data and your rights in this regard please see our Privacy Notice at www.richmond.gov.uk/council/open_richmond/data_protection

Business Reply Plus
Licence Number
RLSA-KSZE-LRUE

WASTE & STREET CLEANSING
Ref: GRAFFITI REMOVAL



London Borough of Richmond upon Thames
York House
Richmond Road
TWICKENHAM
TW1 3AA