

## **The Scrap Metal Dealers Act 2013**

The Scrap Metal Dealer must keep the following records.

### **Receipt of metal**

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

### **For the disposal of metal**

- 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.

Where the disposal is in the course of business under 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.

Where the disposal is in the course of business under 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.