

Msunduzi Municipality

ECONOMIC DEVELOPMENT SERVICES **BUILDING CONTROL AND SIGNAGE BUSINESS UNIT**

APPLICATION FORM 'C': **TRANSIT ADVERTISING**

ERECTION AND DISPLAY OF TEMPORARY ADVERTISEMENT SIGNS IN
PUBLIC ROAD RESERVES AND ON PRIVATELY OWNED PROPERTY



I/We, the undersigned, hereby apply for the approval by the *Msunduzi Municipality* in terms of the Advertising Signs By-laws of the erection and display within the public view of the advertisement sign; the details of which are set out hereunder:

1. **NAME OF APPLICANT(PRINT):** _____

2. **ADDRESS POSTAL:** _____ **STREET** _____
ADDRESS: _____

3. **CONTACT DETAILS:**
a. TELEPHONE:(____)_____ CELL:_____
b. FAX: _____
c. EMAIL: _____

4. **DESIGNATED SITES:**

Area/Street	Number of signs Permitted	Number of sign per site
1) Woodhouse Road/ Surrey Road	2	
2) Opposite Northway mall/ Vacant land	2	
3) Town Bush Road/McCarthy Drive	2	
4) Edendale Road/Naperville entrance	1	
5) Alexandra Road/French Road Entrance Sub-station	2	
6) Blackburrow Road/ Durban Road	2	
7) Opposite Engen Garage/ Boshoff street	4	
8) C.B. Downes Road/ Murray Road	1	
9) Mayors Walk/Opposite Botanical Gardens	2	
10) Private property (give details)	-	

5. **NATURE OF THE ADVERTISEMENT SIGN:** Please indicate by (x)

1. Transit Adverts	2. Other: _____
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6. **DIMENSIONS:**

1. Height :	Width :	No. of Faces:
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7. **SUBMISSION REQUIREMENTS:**

7.1 A NON-REFUNDABLE **application fee** must be tendered with each application.

7.2 Trailer **registration number** or numbers and a copy of a current vehicle licence issued.

7.3 **Insurance** documents

- a) This ensures that your property is insured against any circumstances including third party.

7.4 **Coloured photographs** of the advertisement to be displayed or advertised on the structure.

7.5 The **structural drawing and dimensions** including each face not to exceed a total of 18m².

7.6 **Coloured photographs** of the trailer with **registration** showing.

7.7 For private property the **property description and address**, a **consent letter** from the owner of the property is required and his/her signature on the application form section 10.2.

- a) The council is not liable for any damage imposed by your trailer on the property
- b) The property owner has no dealing with the council as the contract is between the two of you and you are renting council for the visibility on the public roads.

7.8 **Weekly rental fee** standard council regulated fee

9. **ILLUMINATED SIGNS:** (Where applicable):

9.1 Wattage/ Voltage: _____

9.2 A separate APPLICATION for the supply shall be made to the Msunduzi Municipality Manager: Electricity (Havelock Road).(**IF APPLICABLE**): YES:_____NO:_____

10. **STRUCTURAL REQUIREMENTS:**

- 10.1 The applicant shall provide the Municipality with the relevant Engineers certificate for the design and construction in respect of the structural stability and safety of any sign prior to any approval being granted.

13. **DECLARATIONS:**

IF THE AUTHORITY FOR THE ERECTION AND DISPLAY OF THE SIGN IS GRANTED BY THE MUNICIPALITY, THE APPLICANT AGREES THAT HE/SHE SHALL BE BOUND BY THE FOLLOWING CONDITIONS:

- 13.1 The authority shall be for ONE year
- 13.2 The applicant shall at the time of the application pay the Municipality the relevant fee as set out by the Municipality's Tariff Register.
- 13.3 If the sign erected and displayed by the applicant differs materially from the information supplied in this application, or is not erected in the proper location, the Municipality's authority shall be withdrawn and the Municipality shall be entitled to remove the sign at the applicant's cost.
- 13.4 The sign shall be properly maintained by the applicant to the satisfaction of the Municipality. The Municipality may by written notice to the applicant call upon him within the period of time stipulated in such notice to carry out any maintenance to the sign deemed necessary by the Municipality and if he fails to do so, the Municipal authority shall be withdrawn forthwith.
- 13.5 Upon the lapse of the Municipality's authority for whatever reason, the applicant shall remove the sign and make good the site to the satisfaction of the Municipality.
- 13.6 If the applicant does not remove the sign upon the lapse or withdrawal of the Municipality's authority, or if he fails to make good the site to the satisfaction of the Municipality, the Municipality may itself remove the sign or make good the site and any cost incurred thereby shall be recovered from the applicant.
- 13.7 Notwithstanding the provisions of these conditions the Municipality may upon one calendar months written notice to the applicant withdraw its authority for any reason whatsoever
- 13.8 There shall be no obligation upon the Municipality to refund to the applicant any fee in accordance with these conditions if the Municipality's authority lapses or is withdrawn for any reason whatsoever
- 13.9 The sign shall be erected and displayed at the applicant's risk and the applicant hereby indemnifies the Municipality against any claims which may be made against it for any loss, damage, injury or death suffered by any person arising directly or indirectly out of the erection, existence, use, maintenance, repair or removal of the sign and the applicant shall reimburse the Municipality any cost incurred by it in defending any such claim.

SIGNED AT _____ ON ____/____/____

1. APPLICANT'S SIGNATURE _____
2. REGISTERED PROPERTY OWNER OR HIS/HER APPOINTED AGENT
DULY AUTHOURIZED BY OWNER IN WRITING (in the case of private property):

OWNER / AGENT SIGNATURE: _____ DATE: _____

**** COMPLETED BY OFFICIAL SIGNAGE OFFICER:**

14. **CIRCULATION PROCESS FOR APPROVAL FROM THE VARIOUS BUSINESS UNITS: MARK:** ☒

14.1 **Manager: CHIEF BUILDING INSPECTOR:** ☐
(2th floor AS Chetty Building: 333 Church Street)

Name: _____ Signature _____ Date ____/____/____

14.2 **Manager: TRANSPORTATION PLANING** ☐
(5th floor AS Chetty Building: 333 Church Street)

Name: _____ Signature _____ Date ____/____/____

14.3 **Manager: PUBLIC SAFETAY (TRAFFIC):**
(21 WASHINGTON ROAD)

Name: _____ Signature _____ Date ____/____/____

14.4 **Manager: BUILDING CONTROL AND SIGNAGE:** ☐
(2th floor AS Chetty Building: 333 Church Street)

Name: _____ Signature _____ Date ____/____/____

OFFICAL USE:

OFFICIAL NO: _____/____

1) APPLICATION FEE: _____ RECEIPT NO. _____

2) ENCROACHMENT TARIFF (ANNUAL) _____

3) RENTAL (MONTHLY) _____

4) ADVERTISING TRAILERS (SITES): 1. _____

2. _____

3. _____