

Msunduzi Municipality

ECONOMIC DEVELOPMENT SERVICES BUILDING CONTROL AND SIGNAGE BUSINESS UNIT



APPLICATION FORM 'D': POSTERS

ERECTION AND DISPLAY OF TEMPORAL ADVERTISING SIGNS ON
PUBLIC ROAD RESERVES AND ON MUNICIPAL OR PRIVATELY OWNED PROPERTY

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

1. NAME OF APPLICANT/ORGANISATION _____

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

3. CONTACT DETAILS OF A PERSON RESPONSIBLE FOR DISPLAYING THE ADVERTISEMENT:

- a) NAME: _____
- b) TELEPHONE: (____) _____ CELL: _____
- c) FAX: _____
- d) EMAIL: _____

4. EXACT ROAD / LOCALITY WHERE ADVERTISEMENT IS TO BE DISPLAYED:

5. NATURE OF EVENT: _____

6. DATE & PLACE OF EVENT: _____

THE TIME PERIOD DURING WHICH THE EVENT IS INTENDED THAT SUCH ADVERTISEMENTS WILL BE DISPLAYED, POSTERS SHALL BE REMOVED BY THE APPLICANT BEFORE THE EXPIRY OF A PERIOD OF 3 DAYS AFTER THE DATE OF SUCH EVENT.

(Limited to 50 posters for waived fee events)

7. SIZE OF ADVERTISEMENT: POTRAIT POSTER, A1 A2 A3 A4 (Tick where applicable)

8. NUMBER OF ADVERTISEMENTS: _____ (maximum 100)

9. N.B. POSTERS TO BE PLACED ONLY ON LIGHT POLES. No posters may be displayed on robots, trees, walls or street furniture and within the surrounding perimeter of the City Hall.

POSTERS TO PLACED 2 METERS ABOVE GROUND LEVEL

10. **SUBMISSION REQUIREMENTS:**

- 10.1 Application form
- 10.2 Application fees as prescribed in the signs bylaws.
- 10.3 Proof of payment
- 10.4 Copy of a proposed advertisement should be submitted for approval

Any False or misleading information supplied by the applicant will render the applicant liable for prosecution.

11 **POSTER REQUIREMENTS**

- 11.1 Maximum of 15 bits (content), Maximum size A1
- 11.2 Logo/Picture (subject to council approval)
- 11.3 Name of event (lettering height of 5cm/50mm
- 11.4 Date , Time and Venue
- 11.5 Sponsors logo (heights shall not be more tan 2cm/20mm)
- 11.6 Sticker allocation space (white block, 5.5cm (h) x 4.5cm bottom right corner)

12. **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:

- 12.1 The authority shall be for a short term period and subject to these conditions and shall lapse 3 days after the event.
- 12.2 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.
- 12.3 Upon the lapse of the Municipality's authority for whatever reason, the applicant shall remove the poster and make good the site to the satisfaction of the Municipality.
- 12.4 The poster should be erected 14 days prior to the event and is limited to one pole per poster
- 12.5 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.
- 12.6 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 or a client withdraw for any reason whatsoever
- 12.7 The sign shall be erected and displayed at the applicant's risk and he 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 applicants shall reimburse the Municipality any cost incurred by it in defending any such claim.

SIGNED AT _____ **ON** ____/____/____

APPLICANT'S SIGNATURE _____

INDEMNITY

I/We _____ (Full Names)

acting on behalf of _____ (and duly authorized thereto) in my/our personal capacity/ies, indemnify the Msunduzi Municipality and hold the Municipality and any of the employees, servants, or agents harmless against all claims for damages arising from death of, or injury to, any person whatsoever or any property whatsoever as a result, either directly or indirectly, of the erection/display by any means of posters as detailed below or in connection with.

(Name of event/advertisement)

During the period _____
(Date of event)

I further undertake all reasonable steps to prevent loss or damage to the Msunduzi Municipality's property and injury to the staff.

Should any damage occur through loss or injury be attributed to my negligent actions or omissions, I undertake to fully compensate the Msunduzi Municipality or the staff affected.

Signed at _____

On _____ day _____

Name: _____ (Initial and Surname of Applicant)

Capacity: _____

Address: _____

Bus. Tel: _____

Home Tel: _____

OFFICAL USE:

1) APPLICATION FEE: _____

2) APPROVAL YES _____ NO _____

3) SIGNATURE. _____ DATE: _____