

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



**APPLICATION FORM 'G':**  
**REAL ESTATE**

ERECTION AND DISPLAY OF TEMPORAL ADVERTISING SIGNS ON  
PUBLIC ROAD RESERVES AND ON MUNICIPAL AND 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: (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. **NUMBER OF AGENTS PERMITTED** (*agents need to inform our office of any boards to be displayed and the areas to avoid removal of illegally erected board*)

- a) 1 – 5 Agents
- b) 6 – 10 Agents
- c) 15 – 20 Agents
- d) 21 – 30 Agents
- e) More than 30 (*please specify number*) : \_\_\_\_\_

5. **NATURE OF ADVERTISEMENT BOARDS TO BE ERRECTED:** (*procedure differs with wall and ground signs*)

- a) Wall sign
- b) Ground sign
- c) Arrow/directional sign
- d) Real estate boards

6. **SUBJECT MATTERS TO WHICH IT RELATES:**

- a) To Let
- b) For Sale
- c) Sold

**10. SUBMISSION REQUIREMENTS:**

- 10.1 Application form
- 10.2 Application fees as prescribed in the signs bylaws.
- 10.3 Proof of Payment
- 10.4 Printed Company details with a Logo
- 10.5 Artwork of all relevant advertisement to be used for advertisement

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

**11. 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:**

Any person who displays or causes any board to be displayed on any municipal property, shall comply with the following requirements:

- 1. Such board shall only be used for the purposes of indicating the route to the property or premises to be sold or advertised and shall only be erected on the days on which the property is to be shown.
- 2. Such board shall not exceed 0,6m2 in area, not more than 2 per site at the same time.
- 3. Such boards shall not to be positioned so as to hinder or obstruct a pedestrian's right of way on a sidewalk or to unfairly prejudice traders.
- 4. Only one such board per street frontage, per enterprise, shall be allowed to advertise services and such board shall be placed directly in front of the advertised premises.
- 5. Applicants shall be required to indemnify the Municipality against any claims that may arise from the placement of such signs within the road reserve or on municipal property and shall be required to procure third party insurance for this purpose.
- 6. Mandate from Land lord needs to be submitted to the signage department, which states that the owner of the property has granted you permission to advertise on their behalf. (Before erection of any structure)
- 7. 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.
- 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 or a client withdraw for any reason whatsoever.
- 9. 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 signs 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/s and Surname of Applicant)

Capacity: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Bus. Tel: \_\_\_\_\_

Home Tel: \_\_\_\_\_

**OFFICAL USE:**

1) APPLICATION FEE: \_\_\_\_\_

2) APROVAL YES \_\_\_\_\_ NO \_\_\_\_\_

3) SIGNATURE. \_\_\_\_\_ DATE: \_\_\_\_\_