



Application to Display An A-Frame Sign or Retail Goods on Footpath

Breese Parade Forster
PO Box 450 Forster NSW 2428

phone 02 6591 7222

fax 02 6591 7200

email council@greatlakes.nsw.gov.au
website www.greatlakes.nsw.gov.au

Type of Application

New Application
 Renewal

A-Frame Sign
 Retail Goods Display

Applicant(s) Details

Surname 1.:	<input type="text"/>	First Name:	<input type="text"/>
Surname 2.:	<input type="text"/>	First Name:	<input type="text"/>
Company Name	<input type="text"/>		
Trading As	<input type="text"/>		
Postal Address	<input type="text"/>		
Suburb:	<input type="text"/>	Postcode:	<input type="text"/>
Phone (h):	<input type="text"/>	Phone (w):	<input type="text"/>
Phone (m):	<input type="text"/>	Fax:	<input type="text"/>
Email:	<input type="text"/>		

Property Address

Lot:	<input type="text"/>	DP:	<input type="text"/>	Street Number:	<input type="text"/>
Address:	<input type="text"/>			Suburb:	<input type="text"/>

Information To Accompany This Application

PLAN: On the following pages, please provide a site plan with dimensions, showing the layout of:

- the area proposed to be used,
- the shop front including doors and windows,
- the street kerb, and
- any street furniture, including power poles, seats, rubbish bins, etc.

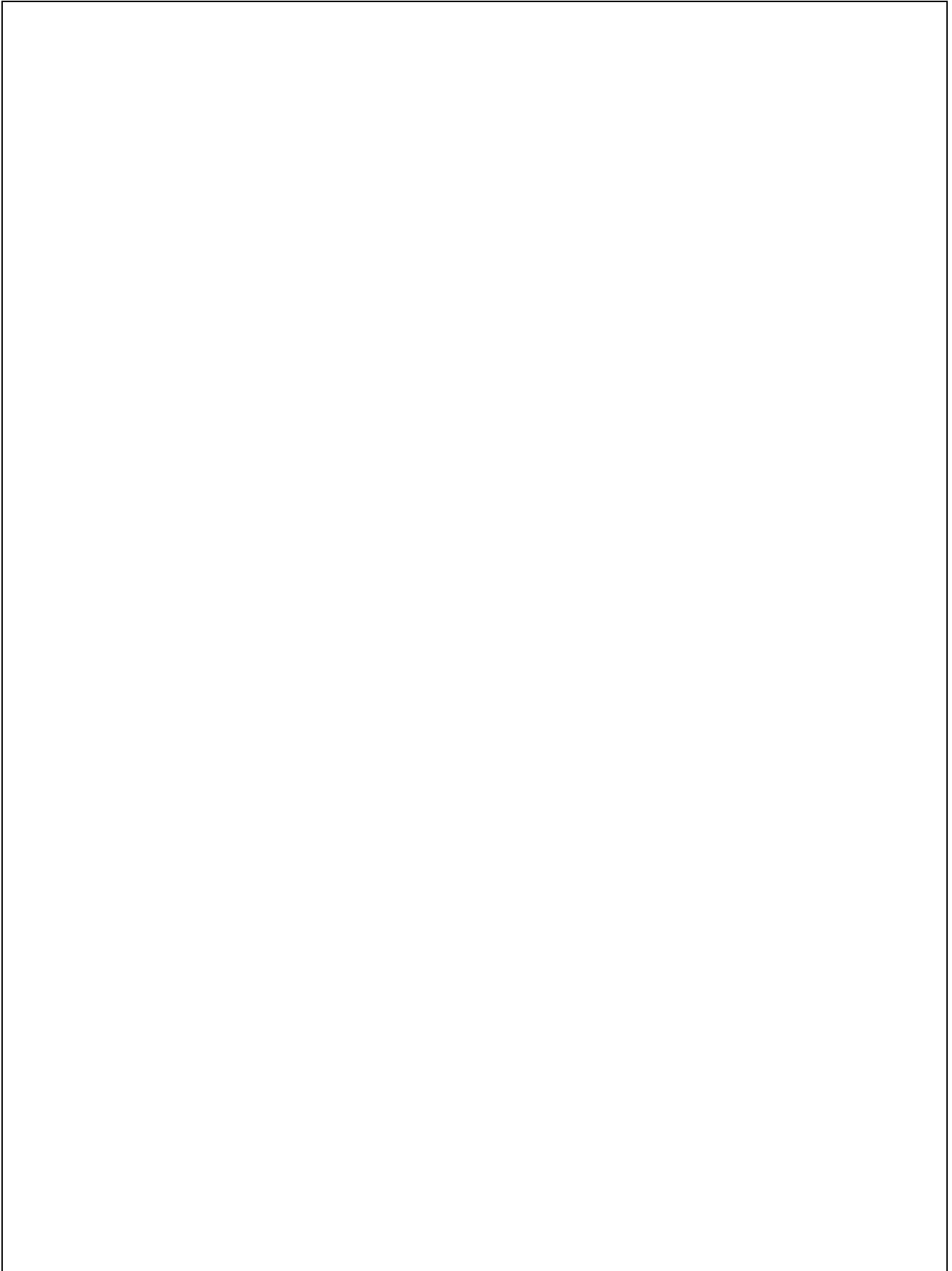
SPECIFICATIONS: On the following pages, please provide an elevation plan showing the height of the display or stands. The application must be accompanied by a copy of specifications of any stand to display retail goods, including the material of construction. Please note that all wording for signs must be included for approval.

PUBLIC LIABILITY INSURANCE: Approvals will not be issued unless you can demonstrate that you have adequate public liability insurance (currently \$10million) for the area you intend to use. Please note that you are required to arrange for Great Lakes Council to be named on your insurance as an interested party. A Certificate of Currency must be provided to Council with this application.

Location Details

Size of Footpath Area to be occupied: Length (in metres) Width (in metres) Total (square metres)

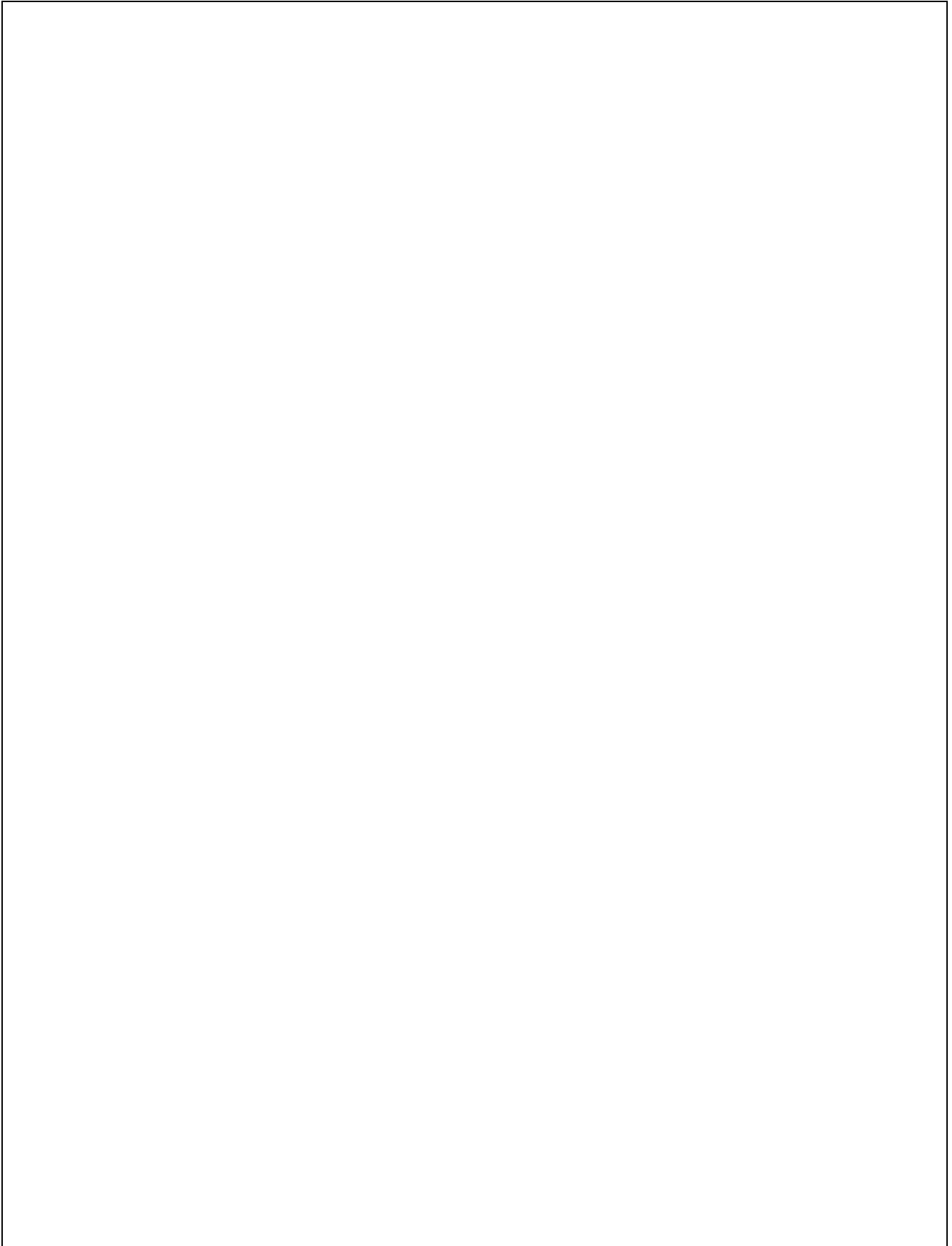
Please draw a detailed plan of the area to be occupied showing the above measurements and distances from the shopfront, kerb & any street furniture:



Sign and or Display Details

Display : Height (in metres)

Please draw a detailed diagram of the retail display stand and/or the A-Frame sign, showing the height and size in relation to the shopfront & any street furniture. Please provide a copy of the proposed wording of the A-Frame Sign:



Applicant's / Owner's Declaration

I/We have read, understood and accept the conditions and applicable fees specified in relation to this application and Council's Policy PL-REG-008 "A Frame Signs and Retail Displays in Public Footways and Road Reserves". I/We accept that all these conditions must be complied with. I/We apply for approval to display retail goods and/or an A-frame sign described in this application. I/We declare that all the information given is true and correct and penalties apply for false information. I/We understand that footpath occupation of a sign or display must not commence until this application has been assessed. I/We understand that if incomplete the application may be delayed or rejected; and more information may be requested after the date of lodgement.

Applicant/s Name:
Signature/s:
Date:

Payment Options

If you are posting your application to Council, please tick ✓ your intended payment method:

- I/we have attached a cheque payable to Great Lakes Council in the required amount.
- I/we would like to pay via credit card including the merchant fee, please arrange for Council's Customer Service Centre to contact me/us for payment details. *Note: if the credit card payment is to be made by someone other than the applicant / owner, please specify below:*

Name: _____ Contact Phone: _____

PRIVACY STATEMENT: The information provided in this form may constitute personal information as defined in the Privacy and Personal Information Protection Act 1998. Council is collecting this information so that it can consider matters and take relevant actions required under related planning legislation, regulations, standards, codes, policies etc in relation to dealing with your application. The information may be made available to other parties where such access is in accordance with relevant legislation, regulation or policy. The submission of personal information in this case is required by law and if not provided (wholly or in part) may affect or prevent consideration of the matter by Council. Council is to be regarded as the agency that holds the information, which will ultimately be stored in Council's records system. You may make application for access or amendment to information held by Council and you may also request that Council suppress your personal information from a public register. Enquiries concerning this matter can be addressed to Council's Privacy Contact Officer.

Office Use

- **Fees valid until 30 Jun 2014** Waived
 Fee Paid \$..... Receipt No..... Date
- ECM - Register to Subject: Council Properties, Leasing General
 Task to: Action: Property Officer