

CHURCH ST OVERBRIDGE

Application for Banner

Name & Postal Address of Organisation:

.....

Type of Event:

.....

Wording of Signage: (Name of organisation to be included in signage):

.....

.....

Dimensions of Sign: (max 4.8 long or 0.9m high):

The total size of the banner shall not exceed 3 square metres in area and be not greater than 4.8 metres in length or 900 millimetres in depth, (e.g. 4.8 x 0.620m, 3.35 x 0.900m etc)

Signs are to be erected for **not more than two weeks** (banners must be taken down by **midday** on the last day of your booking) and no more than **two signs per event**.

Date to be erected: (first day of advertising).....

Date to be removed: (last day of advertising)

Contact Person: Phone Number:

Email (please print clearly):

In order for your application to be approved please complete and sign this acceptance form to confirm that you understand and will comply with the following conditions:

- The sign/s will be constructed of Coreflute only (other materials are not permitted), as per Waka Kotahi regulations.
- The total size of the banner will not exceed 3 square metres in area and be not greater than 4.8 metres in length or 900 millimetres in depth (e.g. 4.8m x 0.620m or 3.35m x 0.900m etc).

- Installation of the banner/s will be fixed with nylon cable ties no less than 4.8mm wide; all fixings will be removed from the bridge railings and footpath on completion. *String or rope bindings are not permitted.*
- I/we understand during installation and removal of the sign/s, two people must be present and will wear high-vis vests throughout the duration of installation and removal.
- I/we will only Install and remove the sign/s will only occur between the hours of 9am and 4pm, where traffic volumes are lower.
- I/we will not install or remove any sign/s during medium or high winds.
- I/we will be responsible for checking and ensuring the sign is secure at all times and to remove the sign at the end of the period stated (please respect the right for other groups/individuals to have signs up on the overbridge). I/we will also ensure that **the area is left in a clean and tidy condition.** *Note: incidents of vandalism and interference with signs have occurred recently therefore daily checking of your sign is necessary.*
- I/we understand that Council **reserves the right to remove any sign which does not comply with the above requirements**, or which is the subject of a complaint lodged by any other authority having jurisdiction or following a decision from Council Officers. Costs may be recovered in such cases.
- The wording on the sign will be of a size capable of being easily read by passing motorists (refer to NZTA standards) and must be professionally painted. The sign will include the name of the Community Organisation or Charity involved. *Note: the letter size of words and message length must be compatible with reading times available to drivers (i.e. **big and fewer words is better**).*

I agree to the terms and conditions which have been outlined within this letter and any amendments as may be requested and subsequently approved.

Please forward details to:

Rachael Wilkinson
 Road Officer
 Timaru District Council
 PO Box 522
 Timaru 7940

Phone (03) 687 7200
 Email: rachael.wilkinson@timdc.govt.nz

Timaru District Council use only:	
Scheduled _____	Authorisation _____
Confirmation _____	CM9 _____