



Temporary Advertising Signage Permit Application

Applicant Details:

Name: _____

Address: _____

Company Address (if applicable): _____

Contact phone number: _____ Email: _____

Preferred contact method: Phone: Email:

State period of time for which the signage permit is required:

Location/s of temporary signage: (Please enter specific location/address details)

Is the purpose of the sign to promote an event? Yes No

If Yes, please provide the nature of the event, event dates and event location:

Description of sign and dimensions: (maximum dimensions allowed are detailed within the General conditions of a Permit)

Provide a plan of signage placement: (provide a drawing of location, alternatively the plan can be provided on a separate A4 page).



Supporting documentation to be provided:

A current Certificate of Currency for your public liability insurance, minimum \$10 million.

I understand by signing this agreement that the City of Bayswater does not accept any liability for any injury, damage or loss as a result of the sign being displayed.

Signature: _____ Date: _____

Name of applicant: _____

General Conditions of a Temporary Advertising Sign Permit

7.2 Signs requiring a permit

- (1) A person shall not, without a permit –
 - (a) erect or place an advertising sign on a thoroughfare; or
 - (b) post any bill or paint, place or affix any advertisement on a thoroughfare.

7.4 Conditions which apply to all signs

- (1) A person shall not erect, place or maintain a sign, or suffer or permit a sign to be erected, placed or maintained-
 - (a) on a footpath, except as approved by and authorised person;
 - (b) be over any footpath where the resulting vertical clearance between the sign and the footpath is less than 2.5m;
 - (c) so as to obstruct or impede the reasonable use of a thoroughfare or access to a place by any person;
 - (d) in any location where, in the opinion of the local government, the sign is likely to obstruct lines of sight along a thoroughfare or cause danger to any person using the thoroughfare; and
 - (e) on any natural feature, including a rock or tree, on a thoroughfare, or on any bridge or the structural approaches to a bridge.
 - (f) exceed the maximum size requirements for the type of sign;

General Conditions which apply to permits

The sign -

- (a) relates only to the business activity described on the permit;
- (b) one (1) portable sign shall be erected in relation to the one building or business;
- (c) must not be erected in any position other than immediately adjacent to the building or the business to which the sign relates;
- (d) must be removed each day at the close of the business to which it relates and not be erected again until the business next opens for trading;
- (e) must not be rotational or have any moving portions;
- (f) needs to be secured in position in accordance with any requirements of the local government;
- (g) must be placed so as not to obstruct or impede the reasonable use of a thoroughfare or access to a place by any person; and
- (h) must be maintained in good condition; and

This Permit may be canceled at any time by an Authorised Officer of the City of Bayswater by notice to the Permit Holder or any of his/her agents.

Please refer to the City of Bayswater *Activities in Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2020 PART 7 – ADVERTISING SIGNS ON THOROUGHFARES* and City of Bayswater Temporary Advertising Signs - Community Based Organisations Policy for further details.