

# North Burnett Regional Council

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Local Government  
Act 2009

Local Law  
(Control of  
Advertising)

## Advertising Signs

### Application for Approval to Erect Advertising Signs (including registration, renewal and transfer)

**NOTE: Consent and / or building approval may be required.**

Contact Council if you have any specific enquiries regarding fees or how to complete this form. Type or print clearly and select boxes where applicable. Enter "n/a" if the question does not apply.

**NOTE: This application should be lodged in conjunction with an IDAS application.**

### Application is for

- New Application Fee \$ \_\_\_\_\_
- Renewal Fee \$ \_\_\_\_\_
- Transfer Fee \$ \_\_\_\_\_ in the name of \_\_\_\_\_

If applicant is a company,  
insert company name and  
ACN / ARBN.

### Applicant/s details

Company name \_\_\_\_\_ ACN / ARBN \_\_\_\_\_

Title  (eg. Mr, Mrs, Miss etc.)

Family name \_\_\_\_\_  
Given names \_\_\_\_\_  
Position \_\_\_\_\_

Title  (eg. Mr, Mrs, Miss etc.)

Family name \_\_\_\_\_  
Given names \_\_\_\_\_  
Position \_\_\_\_\_

### Indemnity

a) A permit holder shall, at all times, hold harmless and keep indemnified the Council, its members, employees and agents from and against all actions, suits, proceedings, claims, demands, losses, costs, charges and expenses which may be taken against, made on or suffered by it or any of them directly or indirectly on account of or in respect of or arising out of any act, matter or thing done or omitted to be done by the permit holder or his / her agents or employees or any of them in connection with any activity carried out or purporting to be carried out under the permit or in the observance, fulfilment, non-observance or non-fulfilment of any condition of the permit.

b) The permit holder shall ensure a Public Liability Insurance Policy taken out by him / her to the minimum \$ value required by Council is kept in force for the whole of the period that the permit covers, and includes the Council as an interested party.

I / We agree to abide by the conditions of the permit as set by Council.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

<b>Select as applicable.</b>	<b>Contact details</b>		
	<input type="checkbox"/> Business	<input type="checkbox"/> Private	
	Contact person		
	Postal address		
	Locality / Suburb	State	Postcode
	Contact ph.	Mobile	
Contact fax	Email		

<b>Business name must be registered with Fair Trading.</b>	<b>Business details</b>		
	Business name	BN	
	Street address		
	Locality / Suburb	State	Postcode
	Postal address		
	Locality / Suburb	State	Postcode
	Contact ph.	Mobile	
	Contact fax	Email	
<b>Enter postal address if different from street address.</b>			
	Postal address		
<b>Real property description - refer to Rates Notice.</b>	Lot no.	Reg. plan no.	Parish

<b>This is the name and address of the owner/s of the premises.</b>	<b>Owner/s consent</b>		
	Name		
	Postal address		
	Locality / Suburb	State	Postcode
	Contact ph.	Mobile	
	Contact fax	Email	
<b>If there are additional owners, please attach additional owner information to this form.</b>	I, being the owner of the property described in this application, hereby consent to the afore mentioned applicant making this application.		
	Signature		Date

	<b>Builder details</b>		
	Name of builder		
	Registration no.		
	Postal address		
Locality / Suburb	State	Postcode	

<b>Select as applicable.</b>	<b>Authorised agent of builder</b>		
	<input type="checkbox"/> Agent	<input type="checkbox"/> Architect	<input type="checkbox"/> Engineer
	Name		
	Postal address		
	Locality / Suburb	State	Postcode
I undertake that the construction, demolition and removal will be carried out in accordance with approved plans, specifications and other documents and in accordance with the <i>Building Act 1975</i> , the By-Laws made under the Act and Council's By-Laws regarding signboards and signs etc.			
Signature		Date	

<b>Address where sign is to be displayed.</b>	<b>Site details</b>		
	Street address		
	Locality / Suburb		
	State		Postcode
	Lot no.	Reg. plan no.	Parish
	Name of road on which the sign is visible		
	Nearest road intersection		
<b>Real property description - refer to Rates Notice.</b>	Nearest sign		

<b>Sign details</b>			
Type of sign	<input type="checkbox"/> Under awning	<input type="checkbox"/> Pylon	<input type="checkbox"/> Box sign
	<input type="checkbox"/> Fascia	<input type="checkbox"/> Sky sign	
Location of sign on land			
Type of application	<input type="checkbox"/> New	<input type="checkbox"/> Reconstruction	<input type="checkbox"/> Modification
	<input type="checkbox"/> Permanent	<input type="checkbox"/> Temporary	
Dimensions	Length	Width	Height
No. faces	Total area		
Estimated cost \$		Including value of all labour and materials	
Present use of premises			
Exact wording of sign (as shown on each side)			
Description of advertising			
Construction material used			
Type of illumination (if applicable)			
Method of fixing			

<b>A copy of a Public Liability Insurance Policy, to the minimum \$ value required by Council, must accompany all applications. The policy shall name the insured as "the applicant for the permit and the Council".</b>	<b>Public liability insurance</b>	
	Name of insurance company	
	Name of insured	
	Policy no.	Amount of cover \$
	Policy expiry date	/ /

## Lodgement

Please attach the following:

1. A plan drawn to scale, not smaller than one to one hundred (1:100) showing:
  - the location of the sign in relation to boundaries and buildings on site;
  - details of any other signs on the property; and
  - structural details.
2. A sketch of the sign showing:
  - elevations;
  - clearances of the sign from ground level or footpath;
  - dimensions;
  - permanent wording; and
  - any other advertising devices.
3. A copy of your Public Liability Insurance Policy to the minimum \$ value required by Council. The public liability must indemnify the Council, in the prescribed form and manner, against all public liability claims arising from the operation of this business.
4. A copy of the additional owner/s consent (if applicable). This consent must state the applicant/s name, the premises to which the application refers, provide details regarding the owner/s consent to the application and be signed by the owner/s.

**Please note: This application and fee MUST be lodged with your Council**

## Privacy Statement

The Council is collecting your personal information in accordance with current legislation to process your application. The information will only be accessed by authorised council employees. Your personal details will not be disclosed to a third party outside the process of dealing with your application, except where required by legislation (including the *Right to Information Act 2009*) or as required by Queensland State Government.

## Office use only

Application fee		Reg. no.	
Receipt code		ID no.	
Authorised officer		Inspection date	/ /
Recommendation			
		Rec. no.	
Date	/ /	Account property no.	