



EPHRAIM MOGALE LOCAL MUNICIPALITY
DEPARTMENT OF PLANNING AND ECONMIC DEVELOPMENT SERVICES

OUTDOOR ADVERTISING AND SIGNAGE APPLICATION FORM

Please complete the form using BLOCK capitals and ticking the appropriate boxes

SECTION A : APPLICANT'S DETAILS AND DECLARATION

I..... of(name of the company if applicable) , undersigned, apply for approval to erect and display sign on the address mentioned herein, in accordance with the specifications set out below, the attached drawings and the provisions of the Ephraim Mogale Local Municipality Outdoor Advertising and Signage By-law. If the required approval is granted, I commit myself and my assigns to :-

1. Pay the application fee for the sign in advance in accordance with the tariff laid down by the Municipality from time to time.
2. If I dispose of the sign at any time, inform my successors and assigns of the terms and conditions of any approval granted to me by the municipality
3. Maintain the sign and fittings in a safe condition and in proper repair, and I indemnify and hold the Municipality harmless against any claim whatsoever that may arise as a result of or in connection with the erection and/or display of the sign; and
4. If the sign becomes dilapidated, has fallen into disrepair or becomes dangerous or a nuisance, remove the sign immediately if the municipality requests me to do so in writing.

SECTION C: SIGN/ADVERTISEMENT TYPES

Class 1	(i) Billboards	
	(ii) Free Standing	
Class 2	(i) 3D Signs	
	(ii) Street Poles Ads	
	(iii) Street furniture Ads	
	(iv) Banners and Flags	
	(v) Street names Ads	
	(vi) Temporary Ads	
	(vii) Security Signs	
Class 3	(i) Sky Signs	
	(ii) Roof Signs	
	(iii) Wall Signs	
	(iv) Adverts on towers, bridges and pylons	
	(v) On-premise business signs	
	(vi) Projecting Signs	
	(vii) Adverts on Veranda, Balcony and Canopy	
	(viii) Window Signs	
	(ix) Advertisements on forecourts of business premises	

	(x) Miscellaneous signs for urban residential land uses	
	(xi) Signs on agricultural/rural land uses	
	(xii) Signs incorporated in the fabric of a building	
Class 4	(i) Service Facility Signs	
	(ii) Tourism Signs	
Class 5	(i) Advertising trailers and self-propelled advertising vehicles	
	(ii) Aerial Signs	
	(iii) Vehicular advertising	
	(iv) Walking sandwich boards and other portable notices	
SECTION D: DETAILS OF THE APPLICATION/ SIGN SPECIFICATIONS		
Quantity of Signs to be erected		
Minimum distance in (m) between the Signs		
If the Sign is illuminated, what is the wattage?		
Areas where the signs will be erected		
Physical/ Street address of the area where the signs will erected		
Coordinates of where the signs will be erected		
Time period for which the signs will be erected		
Minimum area in (m ²) of the sign to be erected		
Maximum area in (m ²) of the sign to be erected		
Length	Width	Height
Thickness		
How far is the Sign from a building?		
State the Colors of the letters, figures and background.		

APPLICATION SUBMISSION CHECKLIST	
Fully completed application form	
Motivational Memorandum	
Town Planning Zoning Certificate (in an event whereby the sign to be erected will be for a crèche, tavern, offices, business, private properties etc)	
Aerial Photograph of where the sign will be erected	
Locality Map indicating the locality of the sign	
Detailed coloured sketch to scale of the signs applied for, with dimensions, clear height and total height from ground level.	
An approved SG diagram	
Site plan drawn to scale with dimensions, indicating the position of the sign on the premises	
If the applicant is not the owner of the property, the application must be accompanied by an official letter from the owner in which consent is given for the erection of the sign on the particular property	
4 copies of the complete application	
NOTE: The Municipality may request additional information in terms of Section 5 of the Ephraim Mogale Local Municipality OAS By-law, to enable it to process the application. Incomplete application will not be accepted.	

SIGNED AT..... day of 20.....

Address.....

.....

Tel: Email:..... Fax

.....

Signature of Applicant

Name in Print

BANKING DETAILS

Bank	Account type	Account Number	Branch Name	Branch Code	Reference
FNB	Cheque	52950020208	Marble Hall	260 447	760/060081/Erf number/Township

Please note that all payments shall be made after calculations and/or verifications have been done by the Town Planning Office.

FOR OFFICE USE ONLY	
Date received.....	Received by
Stamp:	