

(SD-FO-230) APPLICATION TO ERECT HOARDING

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Office Use	Application No: _____ / _____	Determined: _____ / _____ / _____
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Part 1: Applicant / Operator Details

Title: ☐ Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other _____

Family name (or company): _____

Given names (or ACN): _____

Postal address: _____ Postcode: _____

Phone: (w) _____ (h) _____ (m) _____

Contact person: _____ E-mail: _____

Signature of Applicant: _____ Date: _____ / _____ / _____

Part 2: Location Details

(These details can be obtained from land ownership details or from Council's rates notice(s). If unsure, ask us for assistance)

Unit No _____ House No _____ Street _____ Locality/Town _____

Lot(s) _____ Section _____ DP/SP _____

Part 3: Hoarding Details

Proposed dates hoarding to be erected: From: _____ / _____ / _____ To: _____ / _____ / _____

Proposed type of Hoarding: ☐ Type A ☐ Type B

Materials of Construction: ☐ Timber ☐ Fibro Sheeting ☐ Steel

☐ Other _____

Method of Construction: ☐ Self-supporting ☐ Braced to Building

☐ Other _____

Is any signage proposed on the hoarding? ☐ Yes ☐ No

- If so, what are the dimensions of the signage: _____

- If so, what wording/logos will appear on the signage: _____

Are there any manholes, pits, etc located within the area to be enclosed by the hoarding? ☐ Yes ☐ No

Type of work proposed behind the hoarding: _____

Details of any existing damage to footpath in the vicinity of the hoarding's location: _____

Part 4: Hoarding Insurance Details

Name(s) of Liability Insurer(s): _____

Name of Insured: _____

Name(s) of Business or Profession of Insured Detailed on Policy: _____

Period of Insurance From: _____ / _____ / _____ to _____ / _____ / _____

Indemnity Limit (Note: Minimum \$20,000,000): \$ _____

A copy of your current Public Liability Insurance Cover to the value of \$20,000,000 is required to be lodged with this application. This insurance is to list *Griffith City Council* as an interested party and indemnify *Griffith City Council* against any claims arising from the placement of the hoarding on the public footpath.

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Part 4: Checklist

Have you submitted the following information in conjunction with this application?	Please tick the appropriate box		
	Yes	No	Office Use
LIABILITY INSURANCE (to the value of \$20 Million)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SITE PLAN DETAILING – 3 copies detailing the following:			
➤ North point	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
➤ Name and contact details of who prepared the plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
➤ Location of all property boundaries	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
➤ Location of proposed hoarding	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
➤ Dimensions of hoarding	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
➤ Dimensions of shopfront / front boundary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
➤ Existing width of footpath before hoarding is erected	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
➤ Proposed width of footpath after hoarding is erected	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
➤ Location of any street furniture (eg: bins, seating) and / or footpath activities (eg: outdoor eating areas, sandwich boards, etc) and dimensions from hoarding.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
➤ Location of any manholes, pits, etc located within the area to be enclosed by the hoarding.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Lodgement of Application

Hours of Lodgement:

Monday to Friday: 8:15am – 4:00pm

Fees:

Fees are payable on lodgement as per Council's current Revenue Policy. Quotations are available by contacting Council's Customer Service on (02) 6962 8100.

Payment methods:

Payment can be made by cash, cheque, credit card or EFTPOS. Cheques are to be made payable to 'Griffith City Council'.

Acknowledgement:

A Tax Invoice/receipt specifying the type and amount of fees paid will be issued at the time of lodgement.

Coming in to see us?:

Council's Customer Service located on the ground floor of the Griffith City Council Administration Building, 1 Benerembah Street, Griffith.

Postal address:

The General Manager
Griffith City Council
PO Box 485
GRIFFITH NSW 2680

Courier or Personal Delivery:

Customer Service
Ground Floor
Griffith City Council Administration Building
1 Benerembah Street
GRIFFITH NSW 2680

How to contact us:

Phone: (02) 6962 8100

E-mail: admin@griffith.nsw.gov.au

Web: www.griffith.nsw.gov.au