



Sign Licence Application Number _____

Assessment No _____ Trim Ref No _____

Total Lot Area _____

APPLICATION TO ERECT OR MAINTAIN A SIGN

Applicant Name

Applicant Address

Phone No

Fax No

Mobile No

Email Address

Name of Landowner (if different from above)

Landowner Address

Phone No

Fax No

Mobile No

Signature of Landowner

Date

Property Address

Lot No

Street No

Street

Locality

ERECT A SIGN

MAINTAIN A SIGN

Details of Sign

Type of Sign

Directional

Freestanding

Vertical

Hoarding

Portable

Fixed to building

Roof signage

Timeframe for Sign Licence

Permanent

Temporary – how long _____ days/weeks/months (please circle)

Will the sign be illuminated?

Yes

No

Information to be Submitted

Two (2) copies of a plan drawn to a scale of not less than 1:50 showing:

(i) the position of the sign on the property including:

• distances from the lot boundaries; and

• distances from any other buildings on the lot (if applicable).

(ii) the elevation of the sign including:

• all dimensions of the sign;

• colours to be used;

• the inscription to appear on the sign; and

• method of illumination (if applicable).

(iii) method of construction including:

• structural details ie size and type of materials to be used in the construction and illumination of the sign, and fixing details; and

• footing details.

Please note that Council may require the structural details of some signs to be designed and certified by a Structural Engineer. Signs outside of Town Planning Scheme and Shire of Esperance local laws require planning approval and/or Council Consent.

RCPT CODE	ACCOUNT NUMBER	DETAILS	AMT
75		Sign Application Fee	

I hereby give consent for Council to inspect the property only for the purposes relating to this application to erect or maintain a sign.

Signature of Applicant

Date

OFFICE USE ONLY

Date Received