FORM
(Blanks not to be photocopied.)
(Printed on 22-Sep-14 at 15:09)

(SD-FO-214) SANDWICH BOARD

Section 4.12, Environmental Planning and Assessment Act, 1979

Application No: _____	**Date Determined:** ___/___/____

PPIA DISCLAIMER – The personal information provided on this form is collected by *Griffith City Council* for the purposes of processing this application by Council employees and other authorised persons. This form will be stored within Council's record management system and may be available for public access and/or disclosure under various NSW Government legislation.

Part 1: Applicant and Site Details

1. Your name, address etc

We will post reply to this address.

Phone No for daytime contact

Title Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other _____

Family name (or company) _____

Given names (or ACN) _____

Postal address _____

_____ Postcode_____

Phone (__)_____ Fax (__)_____ Mobile _____

Contact person _____ E-mail _____

2. Business Name, Location and title description of the property

We need this to correctly identify the land where the development is proposed

Business Name _____

Unit No _____ Street No _____ Street_____

Locality / Town _____

Lot(s)_____ Section_____ DP/ SP _____

These details can be obtained from rate notices, property deeds, or from Council property maps. If unsure, ask us for assistance.

Part 2: Signature

3. Your declaration

I apply for development consent for the placement of an advertising structure (sandwich board) on the public footpath. I declare that all the information given is true and correct. I also understand that if the application is incomplete or does not comply with statutory requirements the application may be rejected/refused.

Signature _____ Date _____/_____/_____

Part 3: Particulars of Sign

4. Size of Sign

Maximum size allowable:- 1200mm high X 600mm wide

Height _____cm **Width _____cm**

5. Wording on Sign

Alternatively an elevation plan of the proposed structure can be attached to the application

FRONT	**BACK**

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6. Construction Details ***What the structure is made from***	_____ _____ _____

Part 4: Attachments

7. Public Liability Insurance	**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 advertising structure (sandwich board) on the public footpath.**

How to Lodge Your Application

Address the application to:
The General Manager
Griffith City Council

Mail: PO Box 485
GRIFFITH NSW 2680

Courier or personal delivery:
Ground Floor
1 Benerembah St, GRIFFITH

How to contact us:
Phone: (02) 6962 8100
Fax: (02) 6962 7161
E-mail: admin@griffith.nsw.gov.au

Web: www.griffith.nsw.gov.au

Hours of Lodgement:

Monday – Friday 8.15 am – 4.00 pm
or by appointment.

Fees

There is no fee payable upon lodgement of this application however it should be noted that if development consent is granted fees will be imposed for the formulation of a licence agreement for the occupation of the public footpath and an annual licence fee.

Payment methods
You can pay by cash, cheque, or EFTPOS (Cheque, Savings or Credit Card). Make cheques payable to 'Griffith City Council'.

Acknowledgement
You will receive a receive acknowledgement and the registered number of the application.

Coming in to see us?
Council's Customer Service Centre is located on the ground floor of the Griffith City Council Administration Building, 1 Benerembah St, Griffith.