
Application for Temporary Community Event Sign On Council Owned Land

Maribyrnong City Council Sign Policy

*A temporary community event sign is a sign publicising a **local** educational, cultural, religious, social or recreational event which is for a **non-commercial** purpose. **This does not include signage associated with membership drives and enrolments etc.***

APPLICANT'S DETAILS

Date of application:

*1 Details

Organisation			
Contact person			
Contact details	Phone:	Email:	Mobile:
Mailing address			
Name of event			
Date/s of event			
Estate agent details			
Billboard/printer's details			

Approved locations

From table below:

- On right column please insert number of preference of 4 locations (1 to 4)
- Up to 2 locations may be granted to each applicant (if available)
- If not available then next available choices will be selected
- If all selected locations are not available then an officer will contact you to discuss available choices

*2 Locations

	NAME	LOCATION	SUBURB	1-4 ↓
1	Hanmer Reserve	Not available		
1A	Yarraville Gardens	Not available		
2	McDonald Reserve	Van Ness Ave & Raleigh Rd	Maribyrnong	
3	Bassett Reserve	Geelong Rd	West Footscray	
4	Braybrook Park	Churchill Ave & Adamson St	Braybrook	
5	Barrett Reserve	Essex St	Footscray	
6	Cranwell Park	Cranwell St	Braybrook	
7	Angliss Reserve	Francis St & Roberts St	Yarraville	
8	Cambridge Reserve	corner Mitchell St & Cambridge St	Maidstone	
9	Island Site	Not available		
10	Corner Somerville Rd / Williamstown Rd	Front of the Seven Eleven shop	Yarraville	
11	Island Site	Corner of South Rd & Duke St	Braybrook	

Please ensure you comply with all requirements listed below:-

- | | |
|---|--|
| <input type="checkbox"/> Copy of liability insurance * ₃ | <input type="checkbox"/> Printer's details * ₁ |
| <input type="checkbox"/> Copy of sign artwork * ₃ | <input type="checkbox"/> Estate agent details * ₁ |
| <input type="checkbox"/> Location preference * ₂ | <input type="checkbox"/> Complied with conditions * ₃ |

*3 Permit conditions

Conditions:

1. Applications to be submitted at least a month prior to the event.
2. A copy of the public liability insurance policy or a certificate from the company that is erecting the sign must accompany each application with a minimum amount of \$10,000,000.00. This policy must remain valid for the period of the permit and must indemnify Maribyrnong City Council.
3. Signs are properly and professionally affixed to approved locations only.
4. A copy of the sign's art work and description must be submitted with this application.
5. Boards must be removed within (3) days following the event or if otherwise directed by the permit.
6. Signs must not contain any prescribed fee i.e. entrance fees or costs associated with entrance.

*Council Staff to complete

DATE RECEIVED	
RECEIVED BY	
DATE PERMIT ISSUED	

COUNCIL OFFICES

Corner Napier and Hyde Streets, Footscray

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