

East Gippsland Shire Council

273 Main Street (PO Box 1618)
 Bairnsdale Vic 3875
 Website www.eastgippsland.vic.gov.au
 Email feedback@egipps.vic.gov.au
 Follow us on Twitter @egsc



Telephone: (03) 5153 9500
 Fax: (03) 5153 9576
 National Relay Service: 133 677
 Residents' Information Line: 1300 555 886
 ABN: 81 957 967 765

Application for a Permit to Erect a Temporary Advertising Sign on Roadside

General Local Law 2017

There are some hard words in this form. The hard words are in blue. You can read what they mean on page 2.

This permit has a fee of \$113.00. Not for Profit Organisations do not pay a fee.

Organisation name:								
Contact person:								
Postal address:				Postcode				
Phone number: Work:			Mobile:					
Email address:								
Type of event:								
Where is the event being held?				Postcode				
Date of event: ____/____/____		Size of signs:						
Date the signs will be put up: From: ____/____/____ To: ____/____/____								
Where will the signs be displayed (you can choose more than one):								
<input type="checkbox"/> Bairnsdale - western end in central road reserve opposite Apco/Chemist Warehouse <input type="checkbox"/> Bairnsdale - eastern end in road reserve opposite 63 Princes Highway Lucknow <input type="checkbox"/> Bruthen – from Bairnsdale on Main Road on left hand side just before playground <input type="checkbox"/> Bruthen – from Buchan on left hand side next to recreation reserve <input type="checkbox"/> Buchan - Central reserve in front of hotel <input type="checkbox"/> Cann River - Cann Valley/Monaro Highway on grassed area next to road just before Ward street <input type="checkbox"/> Cann River - Genoa Road on grassed area outside Visitor Information Centre <input type="checkbox"/> Johnsonville - from Bairnsdale side, in reserve to the left opposite tennis courts <input type="checkbox"/> Johnsonville - from Lakes Entrance side on road reserve near bus stop <input type="checkbox"/> Lakes Entrance - from Orbost on grassed area near road, next to St Brendan's Primary School <input type="checkbox"/> Lakes Entrance - from Bairnsdale on grassed area near Visitor Information Centre <input type="checkbox"/> Marlo - corner Argyle and Marlo Road near caravan park <input type="checkbox"/> Metung – Stirling Road right hand side in road reserve next to Primary School <input type="checkbox"/> Newmerella - Lakes Entrance side on grassed area near recreation reserve <input type="checkbox"/> Newmerella - Orbost side grassed area near Orbost sign as you leave Newmerella <input type="checkbox"/> Nicholson - from Bairnsdale on road reserve near rail trail signage <input type="checkbox"/> Nicholson - from Lakes Entrance on grassed area to the left near bus stop <input type="checkbox"/> Omeo - coming from Mount Hotham on Great Alpine Road in grassed area before car park <input type="checkbox"/> Omeo - from Benambra on grassed area before Great Alpine Road joins Omeo Highway <input type="checkbox"/> Omeo - from Swifts Creek on grassed area next to road on corner of Great Alpine Road and Bilton Street <input type="checkbox"/> Orbost - from Marlo, Newmerella on grassed area in front of Slab Hut <input type="checkbox"/> Orbost - from Cann River on left hand side of grassed area in Salisbury Street just before Arnold Street <input type="checkbox"/> Paynesville – Corner Sunset Drive and Esplande <input type="checkbox"/> Paynesville – Corner Palm Avenue and Paynesville Road <input type="checkbox"/> Swan Reach - in grassed area opposite general store near bus stop								

Privacy Statement

The East Gippsland Shire Council asks for details about you to collect rates, approve permits and licences, and run a range of community services. The information you give to us on this form is used only for the reasons set out in the form and is not given to anybody else. Sometimes we may supply details about you to someone else, but only if we are allowed by law, or to protect someone or property.

When information is given out, Council will always try to make sure your privacy is protected in line with the *Privacy and Data Protection Act 2014*. You may ask for more information about Council's Privacy Policy by contacting our Information Privacy Officer on 03 5153 9500 or e-mail feedback@egipps.vic.gov.au

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What materials will the sign be made of: _____

What will the sign be fixed to: _____

Insurance: please attach a copy of insurance or give information below-

Insurer name: _____

Policy number: _____ Policy expiry date: ____/____/____

Sum insured: (minimum \$10 million public liability insurance) _____

Signature: _____ Date ____/____/____

Office Use Only:

Reference Number: LL/PP _____ Method of Payment Cash Credit Card Cheque Eftpos

Amount Paid: \$ _____ Receipt Number: _____ Receipt Date: ____/____/____

Rules for Advertising Signs on the Roadway

This permit relies on the permit holder meeting all of these rules and any other [statutory obligation](#) associated with the activity.

1. The signs are to be put up at or on the site as named by Council's Local Laws Officer.
2. You must give Council a copy of your public liability insurance or give details on front page.
3. Signs are to be made from a safe lasting material and to be fixed to wooden posts; steel star pickets are not to be used.
4. Signs are to be placed so they don't block other display material. Signs should also not interfere [visually](#) or be in the way.
5. Signs are to be securely fixed to the site to prevent accidental removal or from becoming a danger.
6. Signs may only be put up two (2) weeks before the event. **Signs must be taken down at the end of the event.**
7. Failure to meet the guidelines may result in the signs being impounded.

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Hard Words:

Statutory Obligation: A required course of action to which a person is morally or legally bound

Visually: Relating to seeing or sight

Submitting your application:

Mail	Post the signed, completed form together with any applicable fees or copies of any documentation to; PO Box 1618 BAIRNSDALE VIC 3875.	
Electronic	Fax to 03 5153 9576 Email to feedback@egipps.vic.gov.au	
In Person	Bring the completed form and supporting documents to any of the following locations;	
	Service Centre Opening Hours: 8:30am to 5:00pm. Monday to Friday.	Bairnsdale Corporate Centre: 273 Main Street. Bairnsdale Service Centre: 24 Service Street. Bairnsdale Business Centre: 34 Pyke Street Lakes Entrance Service Centre: 18 Mechanics Street. Omeo Service Centre: 179 Day Avenue. Orbost Service Centre: 1 Ruskin Street. Paynesville Service Centre: 55 The Esplanade.
	Mallacoota Service Centre Opening Hours: Monday and Tuesday 10.00am to 2.00pm Wednesday, Thursday, Friday 2.00pm to 5.00pm	Mallacoota Service Centre: 70 Maurice Avenue

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