



**Installation of advertising devices (signs) to be assessed under the local law application - Standard assessment**



**Postal Address**  
PO Box 159  
Caboolture QLD 4510

**Customer Response Department**  
Ph: 07 3205 0555

**Internet**  
www.moretonbay.qld.gov.au  
mbrc@moretonbay.qld.gov.au

**Fees listed are applicable 1 July 2020 – 30 June 2021**

**ABN: 92 967 232 136**

This application form is to be submitted for proposed temporary or permanent signs on public land and temporary signs on private land. For information regarding the application process for proposed permanent signs on private land refer to the MBRC Planning Scheme.

**Applicant details:**

- If applicant is an individual - complete Section A  If applicant is a company - complete Section B  
 If application is an Incorporated Association - complete Section B

**Section A - Individual application**

First name:  Surname:   
 Address (not a PO Box):   
 ABN (if applicable):   
 Postal address:   
 Email address:   
 Home number:  Mobile phone:  Work phone:

**Section B - Company or Incorporated Association application**

Legal name:   
 ABN:  ACN:   
 Email address:   
 Address (not a PO Box):   
Companies - registered address  
 Incorporated associations - nominated address  
 as registered with ASIC  
 Postal address:   
 Contact person name:   
 Business number:  Mobile phone:  Work phone:   
 Email address:

**Sign details:**

Address where sign is proposed to be erected:   
 Real property description:  Lot:  Plan:   
 Trading name of business/entity proposed advertising device is for:   
 Proposed wording to be displayed:  
 (Please attach a separate page if insufficient space.)   
 Period licensable sign is proposed to be displayed: To:  From:

**Sign details continued:**

**Type of proposed sign:**

For advertising device description and specific requirements and conditions refer to *Moreton Bay Regional Council's Subordinate Local Law 1 (Administration) 2011, Schedule 9* Table 3.

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Commercial Flag Advertising Device                                   | <input type="checkbox"/> Fly Poster Panel                         | <input type="checkbox"/> Banner Advertising Device              |
| <input type="checkbox"/> Vertical Banner Advertising Device                                   | <input type="checkbox"/> Bunting Advertising Device               | <input type="checkbox"/> Inflatable Advertising Device          |
| <input type="checkbox"/> Construction Site Fence Advertising Device                           | <input type="checkbox"/> Construction Site Advertising Device     | <input type="checkbox"/> Boundary Fence Advertising Device      |
| <input type="checkbox"/> High-Rise Building Advertising Device                                | <input type="checkbox"/> Roof/Sky Advertising Device              | <input type="checkbox"/> Sign Written Roof Advertising Device   |
| <input type="checkbox"/> Sign Written Non-Building Structure Advertising Device               | <input type="checkbox"/> Pole Advertising Device                  | <input type="checkbox"/> Projecting Advertising Device          |
| <input type="checkbox"/> Sporting Complex Advertising Device                                  | <input type="checkbox"/> Pylon Advertising Device                 | <input type="checkbox"/> Multiple Advertising Device            |
| <input type="checkbox"/> Billboard or Hoarding Advertising Device                             | <input type="checkbox"/> Bus Shelter Advertising Device           | <input type="checkbox"/> Identilite Advertising Device          |
| <input type="checkbox"/> Projected Image Advertising Device                                   | <input type="checkbox"/> Electronic Graphic Display Screen        | <input type="checkbox"/> Animated Advertising Device            |
| <input type="checkbox"/> <b>Miscellaneous Advertising Device, please provide description:</b> |   |   |
| <input type="checkbox"/> Commercial Flag Advertising Device                                   | <input type="checkbox"/> Fly Poster Panel                         | <input type="checkbox"/> Banner Advertising Device              |
| <input type="checkbox"/> Vertical Banner Advertising Device                                   | <input type="checkbox"/> Bunting Advertising Device               | <input type="checkbox"/> Inflatable Advertising Device          |
| <input type="checkbox"/> Construction Site Fence Advertising Device                           | <input type="checkbox"/> Construction Site Advertising Device     | <input type="checkbox"/> Boundary Fence Advertising Device      |
| <input type="checkbox"/> High-Rise Building Advertising Device                                | <input type="checkbox"/> Roof/Sky Advertising Device              | <input type="checkbox"/> Sign Written Roof Advertising Device   |
| <input type="checkbox"/> Sign Written Non-Building Structure Advertising Device               | <input type="checkbox"/> Pole Advertising Device                  | <input type="checkbox"/> Projecting Advertising Device          |
| <input type="checkbox"/> Sporting Complex Advertising Device                                  | <input type="checkbox"/> Pylon Advertising Device                 | <input type="checkbox"/> Multiple Advertising Device            |
| <input type="checkbox"/> Billboard or Hoarding Advertising Device                             | <input type="checkbox"/> Bus Shelter Advertising Device           | <input type="checkbox"/> Identilite Advertising Device          |
| <input type="checkbox"/> Projected Image Advertising Device                                   | <input type="checkbox"/> Electronic Graphic Display Screen        | <input type="checkbox"/> Animated Advertising Device            |
| <input type="checkbox"/> Garage Sale Advertising Device                                       | <input type="checkbox"/> Directional/Leader Advertising Device    | <input type="checkbox"/> Real Estate Advertising Device         |
| <input type="checkbox"/> Mobile Advertising Device  | <input type="checkbox"/> Display Home Advertising Device          | <input type="checkbox"/> Estate Sales Advertising Device        |
| <input type="checkbox"/> Community Organisational Advertising Devices                         | <input type="checkbox"/> Directional Community Advertising Device | <input type="checkbox"/> Motor Vehicle Advertising Device       |
| <input type="checkbox"/> Sporting Field Advertising Device                                    | <input type="checkbox"/> Lantern Advertising Device               | <input type="checkbox"/> Window Advertising Device              |
| <input type="checkbox"/> Awning Face Advertising Device                                       | <input type="checkbox"/> Under-Awning Advertising Device          | <input type="checkbox"/> Hamper Advertising Device              |
| <input type="checkbox"/> Stall Board Advertising Device                                       | <input type="checkbox"/> Blind/Canopy Advertising Device          | <input type="checkbox"/> Created Awning Line Advertising Device |
| <input type="checkbox"/> Above Awning Advertising Device                                      | <input type="checkbox"/> Wall Advertising Device                  | <input type="checkbox"/> Ground Advertising Device              |
| <input type="checkbox"/> Business nameplate Advertising Device                                | <input type="checkbox"/> Trade Advertising Device                 | <input type="checkbox"/> Blackboard sign                        |
| <input type="checkbox"/> Sign not identified above, please provide description:               |   |   |

**Sign details continued:**

Is the sign illuminated?  Yes  No

Is the sign double-sided?  Yes  No

**Third party advertising:**

Will proposed sign incorporate third party advertising?  Yes  No

Third party advertising is only permitted on the following types of advertising devices:

- Billboard or Hoarding Advertising Device
- Bus Shelter Advertising Device
- Fly Poster Panel
- Miscellaneous Advertising Device
- Sporting Field Fence Advertising Device
- Sporting Complex Advertising Device

**Size and dimensions:**

Metric dimension of sign: Height:  Length:  Area in m<sup>2</sup>:

**Related vehicles:**

Registration number of any vehicle used to display the advertising device:

**Installer/exhibitors details:**

Contact person details: Date of birth:

First name:  Surname:

Legal name (if company):

Registered address (not a PO Box):

Postal address:

Email address:

Home number:  Mobile phone:  Work phone:

**Supporting information required to be submitted with this application:**

Application and assessment fee:

For proposed temporary sign on private land (per sign) - \$392.00

OR

For proposed permanent or temporary sign on land under the control of Council (per sign) - \$624.00

**Note:** Where applications relate to permanent signs on private land, refer to MBRC Planning Scheme or contact Council for further information on the application process; this is not the correct application form.

- A sketch plan or plan of the proposed advertising device including its dimensions, locations, materials and how it will be supported;
- Details of any illumination, animation, moving parts, reflective material or Third Party Advertising that the proposed Advertising Device will contain the registration details of any vehicle that will be used to display the sign;
- If proposed advertising device is to be located on land, structures or infrastructure that the applicant does not own (other than land, structures or infrastructure owned or controlled the local government) the owner's written consent to the installation;
- Evidence of a current public liability insurance policy to the value of \$20,000,000 with Moreton Bay Regional Council noted as an interested party and the policy must indicate that it has "Australia-Wide" coverage.
- Copy of completed indemnity form (page 5 of the application form).

**Customer summary:**

I acknowledge the information provided in the application is, to my knowledge not false or misleading. I understand that if upon lodgement of this application the sign is determined to be self assessable and meets all the self assessable criteria as per per *Moreton Bay Regional Council's Local Law for Advertising Devices*, no refunds will be given for the assessment of the application.

Signature:  Date:

<b>Office use only</b>			
CSO: _____	Licence number: _____		
Receipt number: _____	Amount: _____	Date: _____	

**Privacy statement**

*Moreton Bay Regional Council is collecting your personal information for the purpose of assessing your sign application. Some of the information may be given to Department of Transport and Main Roads for the purpose of assessing a sign facing a State controlled road. Council will use your personal information to update council's customer information records and to contact you about other functions and services of council.*

**Indemnity – for approvals granted under a Moreton Bay Regional Council Local Law:**

This form must be completed and submitted with your application.

In consideration of Moreton Bay Regional Council (“council”), giving approval for:

**(Name of activity to which the approval relates) (“the Activity”)**

At;

**(Address/area where the activity is to be undertaken)**

I/We;

**(Applicant)**

1. Agree to indemnify council and keep it indemnified against any claim, demand, action, suit or proceeding that may be made or brought against council, its employees, contractors and elected members for personal injury to or death of any person or loss of or damage to any property caused by, arising out of or as a consequence of the Activity;
2. Acknowledge that council has not made any claim, statement or inference with regard to the suitability of the facility or land for the Activity and I/we have satisfied my/ourselves in this regard.

Name of applicant:

Signature:  Date:

Name of applicant:

Signature:  Date:

**Privacy statement**

*Moreton Bay Regional Council is collecting the personal information contained within this indemnity for the purpose of indemnifying council for approvals granted under a Moreton Bay Regional Council Local Law. Council will use your personal information to update council's customer information records and to contact you about other functions and services of council.*