



Temporary Signs Application

Postal Address
PO Box 159
Caboolture QLD 4510

Customer Response Department
Ph: 07 3205 0555

Internet
www.moretonbay.qld.gov.au
council@moretonbay.qld.gov.au

Fees listed are applicable 1 July 2024 – 30 June 2025
Applicable fee: Signs on Private and Public Land - Application

ABN: 92 967 232 136

1. Applicant details:

If applicant is an individual - complete Section A

If applicant is a company or an incorporated association
- complete Section B

Section A - individual application

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

Section B - company, incorporated association, other entity application

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

Is this activity being organised by a Registered Charity or Not for Profit organisation? If yes, please provide evidence to be eligible for the fee waiver.

2. Activity details:

Type of temporary sign being proposed to be installed:
 Address where sign is being proposed to be installed:
 Real property description: Lot: Plan:
 Is written consent required from the landowner (private or showgrounds only)?
 I confirm I hold a current Public Liability Insurance Policy to the value of \$20,000,000:
 Trading name of business/entity proposed advertising device is for:

Proposed wording to be displayed:
(Please attach a copy of artwork)

Date/s sign is proposed to be displayed: From:

To:

Is the sign illuminated?

Yes No

Is the sign double-sided?

Yes No

Will proposed sign incorporate third party advertising? Yes No

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

Size and dimensions of sign (please provide metric dimensions)

Height
(metres)

Width
(metres)

Area in m²
(square metres):

3. Conditions for temporary signs:

For the applicable mandatory conditions see moretonbay.qld.gov.au/Services/Licences-Regulations/Signs

4. Checklist for application:

- Payment of Application Fee (no payment required if evidence of a Registered Charity or Not for Profit organisation is provided) - please see moretonbay.qld.gov.au/Council/Governance/Fees-and-Charges for fee amounts
- Payment of Commercial Use of Public Land Charge for signs (no payment required if evidence of a Registered Charity or Not for Profit organisation is provided) - please see moretonbay.qld.gov.au/Council/Governance/Fees-and-Charges for fee amounts
- Evidence of a current Public Liability Insurance Policy to the value of \$20,000,000
- Completed Declaration of Applicant and Indemnity sections on this Application Form
- Site Plan (if applicable)
- Completed Risk Management Plan
- Confirm I have read and understood the conditions

5. Declaration of applicant:

- I acknowledge the information provided in this application is, to my knowledge true and correct.
- I acknowledge I have the authority to sign this application on behalf of the legal entity.
- I confirm I have read and understood the conditions relevant to this application.
- I understand that Fees and Charges may be payable on lodgement of this application.
- I am 18 years of age or older at the time of making this application.

Signature:

Date:

Privacy Statement

Moreton Bay City Council is collecting your personal information for the purpose of assessing your application. External stakeholders may be forwarded your personal information as part of this assessment. The collection of this information is authorised under Moreton Bay City Council - Signs Local Law 2023. If your application is approved, Council will forward your personal information to internal and external stakeholders to advise of the activity. Council will also use your personal information to update Council's customer information records and to contact you about other functions and services of Council.

6. Indemnity for approvals granted under a Moreton Bay City Council Local Law:

In consideration of Moreton Bay City 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 **(Applicant Name)**:

- I 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.
- I 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 have satisfied myself in this regard.

Name of Applicant:

Signature: Date:

7. Payment options:

On receipt of application an invoice will be generated and sent to you. The following payment options will be available:



Pay by Web

Visit Council's website:
www.moretonbay.qld.gov.au



BPAY

Contact your participating financial institution to make payment from your account.



In Person

Payment can be made in person at Caboolture, Redcliffe and Strathpine Offices.



Mail

City of Moreton Bay
PO Box 159
Caboolture QLD 4510



Pay by Phone

Call (07)3480 6346