



Northern Territory of Australia  
LOCAL GOVERNMENT ACT 2008  
AND  
DARWIN CITY COUNCIL BY-LAWS 1994  
(By-Law 189)

Rec No:
Rec Amount:
Rec Date:

# Application for a Moveable Sign Permit

**NOTE: Applications will only be accepted and assessed providing the application form is fully completed and all the following information is submitted to an acceptable standard and level of detail.**

## Business Details

Name of Business \_\_\_\_\_

Location of Business \_\_\_\_\_  
Lot Street Number Street Name Suburb

Postal Address \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_ Mobile \_\_\_\_\_

E-mail \_\_\_\_\_

## Sign Details

Town Planning Zone \_\_\_\_\_

Sign Type:  Permanent  Temporary

Sign Location:  Public Land  Private Land

Size Description \_\_\_\_\_  
Size (height/width)

Sign Description \_\_\_\_\_  
Structure Type (eg. A-Frame) Material

### Please Note:

One application form per sign.  
An Application Fee in accordance with current Council Fees and Charges is payable at time of application (applications for multiple signs will be considered under one application fee provided they are submitted collectively).  
Any Permit for a sign on public land is renewable annually and payable in accordance with Council's Fees and Charges.  
Please refer to the Outdoor Advertising Signs Code for definition on the above.

# Application for a Moveable Sign Permit

## Applicant's Checklist

- A dimensioned drawing demonstrating:
  - That a 2 metre thoroughfare can be provided at the proposed location
  - That the sign does not obstruct, clutter or detract from street landscaping, furniture or artwork
  - That the sign does not cause a vehicular or pedestrian hazard
- A copy of the Certificate of Currency in accordance with Council's Public Liability Insurance Policy is attached
- Written confirmation that the applicant has agreed to indemnify Council for any loss or damage caused by the sign
- Any other additional information to support the application

## Dimensioned Drawing:

## Signatures of Business Owner/s & Land Owner/s

\_\_\_\_\_

Business Owner/s Signature

\_\_\_\_\_

Land Owner/s Signature

\_\_\_\_\_

Business Owner/s Name

\_\_\_\_\_

Land Owner/s Name

\_\_\_\_\_

Date

\_\_\_\_\_

Date

### Privacy Statement

City of Darwin will comply with the information Privacy Principles contained in the Northern Territory Information Act. These principles protect the privacy of personal information collected and held by the Council. The Council's Privacy Policy explains how personal information is collected, used and stored. It also details how you can access your personal information. Council's privacy statement is available from the City of Darwin, Harry Chan Ave, Darwin or via the Council's website at: [www.darwin.nt.gov.au](http://www.darwin.nt.gov.au)

# Application for a Moveable Sign Permit

## Application Guidelines

- A permit to exhibit an advertising sign on, in, or over a public place will not be issued until the applicant has agreed in writing to indemnify Council for any loss or damage caused by the sign.
- Public Liability Insurance to a value in accordance with Council Policy that lists Council as an interested party is required to obtain a Permit.
- The application form is to be accompanied with the prescribed fee.
- Non-compliance with or a breach of a condition of the permit may result in immediate revocation.

### Moveable Signs

- Moveable signs are only permitted on public land in business and industrial zones.
- The sign may only be placed directly outside the business premises or in such a location as directed by a Council Officer. The sign shall not be placed across the road or on a median strip.
- Moveable signs must be placed so as not to cause a hazard to pedestrians or vehicles. A clear pedestrian path with a minimum width of 2 metres must be maintained.
- The sign is to be displayed during business hours only and is not to be used for the display of merchandise or the display of Third Party advertising.
- Within the Business zones the sign will not exceed 1.2 metres in height and 0.8 metres in width, and 1 square metre in area.
- Within the Industrial zones the sign will not exceed 1.8m above ground level (including supporting legs), and will be no wider than 1.2 metres.
- The sign is to be constructed and maintained in a condition of security, good repair and structural soundness to the satisfaction of Council.
- Any Permit issued for a sign on public land is renewable annually and payable in accordance with Council's Fees and Charges.

**Name of Applicant** \_\_\_\_\_

**Address** \_\_\_\_\_

**Phone (w)** \_\_\_\_\_ **(m)** \_\_\_\_\_

**Applicants Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

Credit Card: Your signature below is an authority for Council to issue a sales voucher for the amount shown below as your payment. Credit card surcharge applies.

Card type \_\_\_\_\_

#### Credit Card Number

Amount \_\_\_\_\_ Card Expiry Date \_\_\_\_\_ CCV \_\_\_\_\_

Card holders name \_\_\_\_\_ Signature of card holder \_\_\_\_\_

Contact Number \_\_\_\_\_

For assistance please contact:  
City of Darwin, Harry Chan Ave, Darwin NT [GPO Box 84, Darwin NT 0801]  
Telephone (08) 8930 0300 Facsimile (08) 8930 0311 ABN: 11 503 313 301  
darwin@darwin.nt.gov.au