



ABN: 11 503 313 301

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

Banner Application

Organisation Name: _____

Campaign: _____

Postal Address: _____

Telephone: _____ Mobile: _____

Contact Person: _____ Email: _____

Booked Banner Sites:	Maxium Size:	Dates:	Booking No.
Gardens Oval Top Right	5m x 0.8m		
Gardens Oval Top Left	5m x 0.8m		
Gardens Oval Bottom Right	5m x 0.8m		
Gardens Oval Bottom Left	5m x 0.8m		
Ludmilla Overpass Outbound	10m x 1m		
Cnr McMillans & Bagot Right	5m x 1m		
Cnr McMillans & Bagot Left	5m x 1m		
Stuart Highway Top	6m x 1m		
Stuart Highway Bottom	6m x 1m		
Trower Road Overpass Inbound	10m x 1m		
Trower Road Overpass Outbound	10m x 1m		

(If you do not have a booking number please contact the Customer Service Team on 08 8930 0556 to obtain one)

All banner applicatons must be submitted with the following documentation:

- Current \$20,000,000.00 Public Liability Insurance Yes
- Photo image of banner to be displayed Yes

I / we have read the guidellines and conditions and agree to abide by them.

I / we herewith indemnify Council against any liability, loss or damage resulting from the placement of the above banner.

Signed: _____ Date: _____

Guidelines

Booking Banner Sites

General:

- Banners must be constructed of heavy duty material such as vinyl (no calico or sheeting will be accepted).
- Sponsor advertising including the name and/or logo must not exceed 25% of the total area of the banner.
- A photo image of the banner must be submitted to Council for approval.
- The permit holder must install and remove the banner as specified in the letter or email.
- Signs must be removed by 6pm on the final day of the display period, to ensure that other groups are not inconvenienced when they arrive to place their banners.
- The banner must have a rope threaded through the top and bottom of the banner from one end to the other. The rope is needed to ensure the banner is correctly secured and does not fold up, obscuring the message on the banner.
- The banner is not to be padlocked to the site.
- There is a maximum period of 3 weeks hire.
- If using cable ties to secure a banner, all cable ties must be collected and removed from site.

Fees and Charges:

Non-profit rate	\$ 50.00 per week
Commercial community rate	\$170.00 per week
Release fee	\$135.00
Cancellation fee	\$ 25.00

Confirmation of Bookings:

A booking confirmation letter will be emailed after Council has assessed a formal application and invoiced for payment. Cancellation after this time will result in the hirer being liable for cancellation charges.

The booking is not confirmed until invoice is paid and the confirmation letter has been sent by Council.

Council staff will remove any banner displayed on a banner site that does not have City of Darwin approval. If a banner remains on a site after the expiry date, the hirer will be liable for additional fees.

Enquiries:

Enquiries can be directed to Customer Services on 08 8930 0556 or in person at the Customer Service Centre of the Council, Harry Chan Avenue, Darwin.

An application form to Display a banner on a banner site must be completed by the applicant and approved by City of Darwin

NB: Permits are issued at the discretion of Council. Council may grant a permit, refuse to issue a permit, or cancel a permit which has been issued.

Privacy Statement

The personal information requested in this form is being collected by Council for the purpose of issuing a permit to exhibit an advertising sign. The information is required under Section 189 of City of Darwin By-laws. If you chose not to supply name, contact or other details, Council will not be able to progress your application. Council's privacy policy explains how personal information is collected, used and stored and also details how you can access your personal information. The policy can be viewed at www.darwin.nt.gov.au or by contacting the "Information Manager" on (08) 8930 0300.