

Permit No:	Rec No:
Permit Date:	Rec Date:

## Permit Application for Handbills and Posters

Name of applicant .....

Name of organisation .....

Residential address .....

Postal address .....

Telephone ..... Mobile .....

Facsimile ..... Email .....

Type of event .....

Date of event .....

All applications must be in writing and submitted not less than 7 days before the date of issue. An example of each type of handbill and poster is to be submitted with the application.

I have read the conditions applying to this permit as set out on the reverse side hereof and agree to the conditions stated.

Signed .....

Signature Print Name

Dated .....

### Conditions of Permit

- Handbills/posters shall not be displayed on Council property without first obtaining permission from the Council.
- All applications for permits must be in writing and lodged not less than 7 days before the date of distribution of the handbills/posters.
- Handbills/posters shall not be displayed on/in any building or property unless permission has first been obtained from the owner/occupier of the premises in question.
- The maximum number of handbills/posters displayed on the exterior of any building shall be six (6) for each 100 metres of road reserve.
- All posters shall be removed from their placing by the principal or his/her agent within 48 hours of the completion of the event/s.
- Handbills/posters not removed as above may be removed by the Council and the costs for so doing recovered from the principal.
- Litter resulting from the posting of handbills/posters shall be removed by the principal or his/her agent.
- Where Council exercises the right to cancel a permit for handbills/posters all subject advertising shall be removed forthwith.
- Permits for the posting of handbills/posters may be reviewed by Council and cancelled on receipt of a complaint or complaints about the manner of advertising.

**Fee \$25.00 per day**  
(Price includes GST where applicable)

**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.**

**PERMIT WILL NOT BE GRANTED BY COUNCIL TO PLACE HANDBILLS ON VEHICLES IN PUBLIC STREETS CAR PARKS OR LAND UNDER THE CONTROL OF COUNCIL.  
NO DISTRIBUTION OF FLYERS OR HANDBILLS IS TO TAKE PLACE OUTSIDE A SIMILAR OR LIKE BUSINESS.**

**CITY OF DARWIN BY-LAWS 1994 CARRY A GENERAL PENALTY OF \$3000  
PLUS \$100 PER DAY FOR EACH DAY THAT AN OFFENCE CONTINUES.**

### 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](http://www.darwin.nt.gov.au) or by contacting the "Information Manager" on (08) 8930 0300.

#### Please return this form via

Email: [darwin@darwin.nt.gov.au](mailto:darwin@darwin.nt.gov.au)  
In Person: City of Darwin Civic Centre, Harry Chan Avenue, Darwin, NT  
Post: GPO Box 84, Darwin NT 0801  
Telephone (08) 8930 0300  
Facsimile: (08) 8930 0311

**A surcharge applies to credit card payments**