

**Application To Place An Advertising Board Or Display of Goods On A
 Public Highway**
(Section 115E of the Highways Act, 1980)

* Please refer to the policy and guidance for the public notice.

SECTION 1. (for all applicants)
Please indicate the type of licence you are applying for (please tick): An A Board Licence <input type="checkbox"/> Display of Goods Licence <input type="checkbox"/>
Are you applying as (please tick): An Individual <input type="checkbox"/> A Company <input type="checkbox"/>
Is this application for a grant of a new licence or a renewal (Please tick the relevant box): Grant of a new licence <input type="checkbox"/> Renewal of an existing licence <input type="checkbox"/> If yes please provide your existing licence number:
SECTION 2. (applicant details)
Name of applicant: _____ Contact Name (if organisation) _____ Address: _____ _____ Post Code: _____ Tel No: _____
SECTION 3. (business details)
Premises Name: _____ Type of Premises: _____ Premises Address: _____ _____ Post Code: _____ Tel No: _____

Email Address: _____

SECTION 4. (advertising board details only)

Type of Board: Front View

Side view:

Width at Base:

Width at Top:

Length at Base:

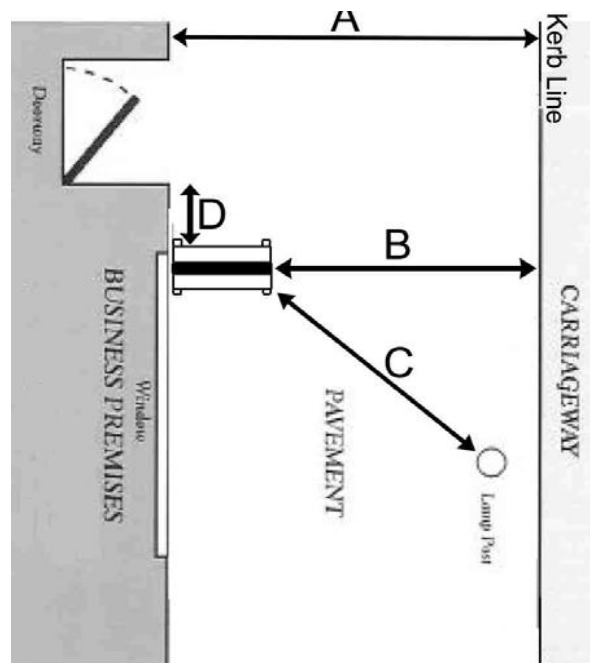
Length at Top:

Height of board:

Draw or attach plan showing the proposed position of the Advertising Board in relation to your building and existing street furniture.

Your Drawing must show in meters:

- The distance from the shop front to the kerb
- The distance from the A board to the Kerb
- The distance from the A board to other street furniture
- The distance from the shop entrance to the A board



Times of Day: _____ Days of Week _____

Please Note: Some town centre premises may only apply between 10:00 and 20:00

SECTION 5. (display of goods only)

Type of display: _____

Front View of Display:

Side View of Display:

Blank space for drawing the front view of the display.

Blank space for drawing the side view of the display.

Width of Display:

Blank space for width measurement.

Length of Display:

Blank space for length measurement.

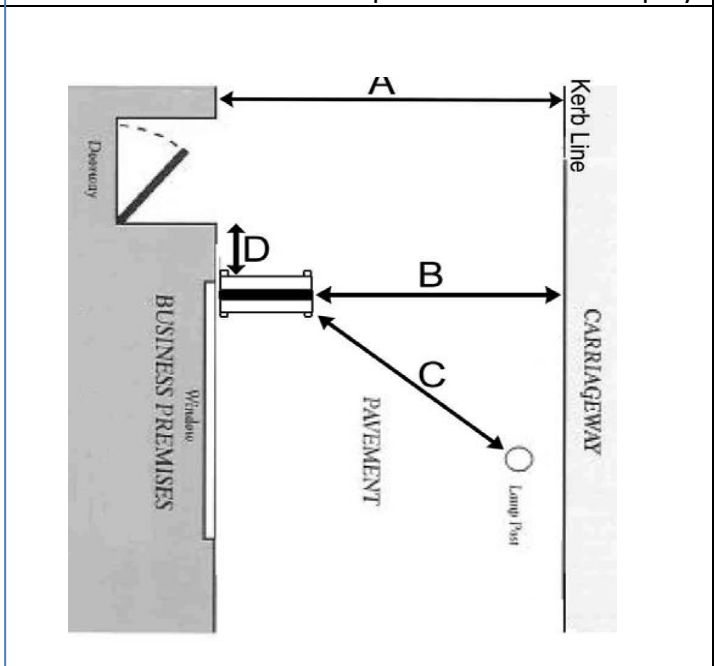
Height of Display:

Blank space for height measurement.

Draw or attach plan showing the proposed position of the Display of Goods in relation to your building and existing street furniture

- Your Drawing must show in meters:
- The distance from the shop front to the kerb
 - The distance from the display to the Kerb
 - The distance from the display to other street furniture
 - The distance from the shop entrance to the display

Blank space for drawing the plan view of the display position.



Times of Day: _____ Days of Week _____

Please Note: Some town centre premises may only apply between 10:00 and 20:00

SECTION 6. (correspondence)

To be filled in if different to section 2

Name: _____

Address : _____

Post Code : _____ Tel No: _____

SECTION 7. (check list)

All Applicant Details are complete

Type of A board/Display of good and giving of dimensions is complete

Plan clearly shows location and measurements

Photos of A board/display of goods and shop front are attached

The correct fee is attached

Any additional information or photos are attached

SECTION 8. (declaration)

I hereby apply for a licence under Section 115 of the Highways Act 1980 for the purpose of placing an advertising board and or display of goods on the public highway at the location detailed above.

I declare that, I have read, understand and agree to all terms and conditions stated, and all of the information contained within this application form is complete and correct.

I enclose the fee of £.....

Signature of Applicant:

Date: