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## Variable Message Board Application Form

### For Public Information

The Shire of Denmark may install a Variable Message Board trailer to promote or provide information about an upcoming meeting, function, event or activity. It will not be used for commercial purposes.

Applicant Name: \_\_\_\_\_ Group/Organisation: \_\_\_\_\_

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

Email Address: \_\_\_\_\_ Phone number: \_\_\_\_\_

Date message to be displayed: \_\_\_\_\_ Date message to be removed: \_\_\_\_\_

### Details of Proposed Message

Proposed Wording: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Sign Location (address): \_\_\_\_\_  
\_\_\_\_\_

### Diagram of where the sign needs to be set up (or attach photo)

I have read and agreed to the attached General Information and Rules of Use and certify the above details are correct.

Signature: \_\_\_\_\_

## General Information and Rules of Use

- Fee applies as per Council Schedule of Fees and Charges.
- The Variable Message Board (VMB) trailer cannot be set up within 1.2 metres of the back of the kerb or positioned over any existing infrastructure.
- The VMB trailer shall not be displayed more than two (2) weeks prior to the event to which it relates, and it must be removed by the SoD within 24 hours following the conclusion of the meeting, function, event, or activity.
- The VMB wording is to be approved by the Shire of Denmark.
- The boards are intended for one off event and of limited duration (limited number of dates or days) in nature.
- Local organisations (based in Denmark) will be given priority over those based outside the Shire of Denmark.
- Council reserves the right to remove the variable message board as considered necessary.

### (Extract of Clause 11.9 and 15.4 of TPS policy 32 – Signs)

#### 11.9 Signs for public information

**11.9.1** Notwithstanding any other provisions of this policy the council may allow the display of advertisement of meetings, charitable functions, art or cultural activities or other events of public interest or the display of advertisement at theatres and other places of public entertainment (other than those conducted by a person for the purpose of commercial gain unless in the interest of the community or tourist).

**15.4** In respect to signs for public information (11.9), an application for planning consent is not required. Approval from the Manager of Technical Services is required to be obtained for these types of temporary signs.

#### Office Use Only

<u>Site Assessment</u>		<u>Date / Comments</u>
Application and payment lodged	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
Application approved by Engineer	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
location approved	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____

Approved / Refused \_\_\_\_\_ Date: \_\_\_\_\_

Manager Technical Services: \_\_\_\_\_

Special Conditions: \_\_\_\_\_

Entered into Calendar by: \_\_\_\_\_ Date: \_\_\_\_\_