

HOW TO COMPLETE THIS FORM

- Read the 'Real Estate Signage Conditions' on **page 3** before completing this form
- Fill out all fields correctly (as failure to provide all details may cause delays)
- Submit the completed form with payment and requested documents by mail, post or in person

APPLICANT DETAILS

Company name:	ABN/CAN:
Trading name:	Telephone no. :
Contact name:	Telephone no. :
Authority/Position in Organization:	
Business address:	
Postal address:	

Real Estate Advertising Board for a property for lease/sale (placed on public land)

- Annual permit - \$812.00 (includes \$159.00 non-refundable application fee and \$653.00 annual permit fee)
- Single property placement permit - \$249.00 (includes \$159.00 non-refundable application fee and \$90.00 annual permit fee)

PUBLIC LIABILITY INSURANCE

A condition of the issuing of a permit is that the permit holder shall at all times during the agreed term, be the holder of a current Public Liability Policy of insurance in respect of the activities specified herein in the name of the Permit Holder providing coverage for a minimum sum of \$20 million. The Public Liability Policy shall cover risks and be subject only to such conditions and exclusions as are approached by the Council and shall extend to cover the Council in respect to claims for personal injury or property damage arising out of the negligence of the Hirer/User/Permit holder.

The Permit Holder agrees to indemnify and to keep indemnified, the Council, its servants and agents, and each of them from and against all actions, costs, claims, charges, expenses, penalties, demands and damages whatsoever which may be brought or made or claimed against them, or any of them, in connection with the Permit Holders performance or purported performance of its obligations under the Permit once granted and be directly related to the negligent acts, errors or omissions of the Permit Holder.

An example of wording to be included in your insurance policy is:

"The interests of the Knox City Council as a principal is hereby noted. The policy is extended to indemnify the Knox City Council in respect of any claim indemnifiable under the policy brought in respect of personal injury or damage to property caused by an occurrence arising directly and solely out of the negligent acts, errors or omissions of the insured. This extension does not extend to any negligent acts, errors or omissions of the Knox City Council, its staff or agents themselves."

APPLICANT CHECKLIST

Have you (please tick when completed)

- Completed Applicant Details
- Attached a copy of your current Public Liability Insurance Certificate of Currency
 - To a minimum value of \$20 million and
 - Listing Knox City Council as principal for its rights and interests
- Enclosed the Application and Permit fee payable
- Signed and dated the Application Declaration (see below)

ACCEPTANCE OF TERMS AND CONDITIONS

I declare that I am an authorized person to apply for the Real Estate signage permit and that all information in this application is true and correct.

I accept and undertake to comply with the conditions specified on the permit and understand and accept that all fees are non-refundable.

By signing this application, I agree and I have read, acknowledged, and accepted all of the terms and conditions, and disclosures contained in this document.

Signature:

Name:

Date:

Privacy Notification The personal information requested is being collected by Council for purposes of issuing a permit under the Amenity Local Law 2020, and will be used solely by Council for that primary purpose or directly related purposes.

Office Use Only

Date Issued: / /

Cashier LC/LLGRPS (choose Prepayments)

Receipt Number _____

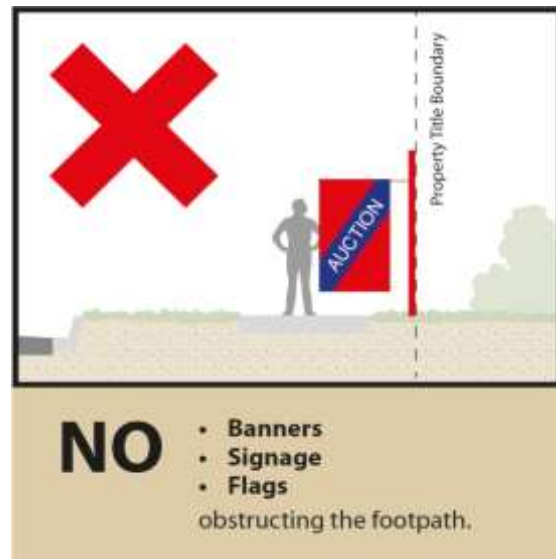
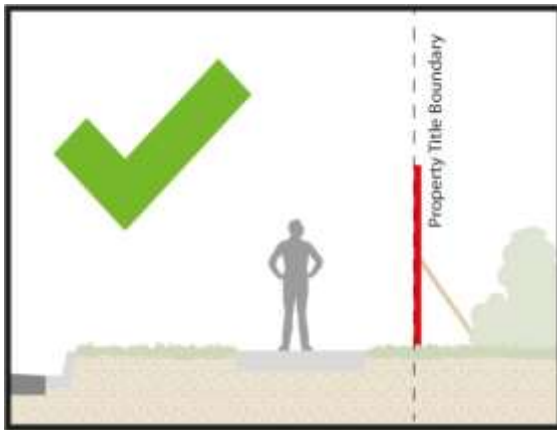
Open for Inspection/Auction signs

A permit is required for 'open for inspection' and 'auction' signs placed in a Public Place. When considering an application the following criteria are to be taken into account:

- Portable free standing (e.g. A-frame) signs only are permitted and are not to exceed 900mm in height or 600mm in width
- No other forms of temporary open for inspections or auction signs are permitted on public land, including signage secured into public assets (i.e. staked into the ground).

Signs can be displayed only on the day that the property is open for inspection or for auction and are to be removed within one hour of completion of the open for inspection or completion of auction.

- The period of time of the open for inspection/auction must be displayed on the sign.
- Only three signs are permitted per property.
- Signs may be placed in the following positions:
 - One sign on the nature strip at each end of the roadway in which the property open for inspection is located; and



- One sign between the front boundary of the property open for inspection and the adjacent kerb signs shall only be placed in positions that do not hinder or endanger the safety of the public.
- Any signs placed on the property (by way of example, but not limited to, a banner or flag) does not require a Local Law permit however they must not obstruct the footpath or hinder or endanger the safety of the public.