

# Temporary advertising application form



## Your details

Name

Address

Day number  Mobile number

Email

Reason for advertising and event date

## Sites and signage

No of signs  Maximum (1200 x 900mm)  Yes

No of signs  Size(s)

Sites

Details on signs

Duration from  to

## Person(s) responsible for sign maintenance

*(Placement and removal of signs) If different from applicant details)*

Name

Day number  Mobile number

Email

I would like to use road reserve for temporary advertising and agree to comply with all of the conditions

Signed  Date

Return via post or email: [hayley.craig@huttcity.govt.nz](mailto:hayley.craig@huttcity.govt.nz)

## Approved sites

- (a) **Cambridge Terrace** - whole length of railway berms, excluding areas shown on plan no's 1 to 5 and plan 11 & 11A attached.
- (b) **George Street** - (See plan 6) east side, starting at southern end Delaney Park and extending 80m northwards between the fence and the road.
- (c) **Harbourview Road** - (See plan 7) south side, starting 15m east from first house on left hand side going uphill from SH2 and extending 60m eastwards.
- ~~(d) **High Street** - whole length, south side of railway berms, excluding area shown on plan 8 attached.~~
- (e) **Major Drive** - (See plan 9) north side as shown on plan.
- (f) **Normandale Road** - (*Signs 1 sq metres only*) south side as shown on plan.10
- ~~(g) **Oxford Terrace** - whole length of railway berms, excluding areas shown on plan 11 & 11A attached.~~
- (h) **Parkside Road** - north side, on grass berm as shown on plan 12.
- (i) **Pharazyn Street** - north side, as shown on plan 13.
- (j) **Wainuiomata Road** - west side on grass berm as shown on Plan 14 to be visible only to north bound traffic.
- (k) **Wingate Crescent** - on any of the grassed island areas north and south of the Wingate Overbridge as shown on Plan 15, not closer than 5m to any kerblines.
- (l) **Wingate Roundabout-High Street to Oxford Terrace** - In grassed island as shown on Plan 16, not closer than 5 or 9 metres behind any kerblines.

**# Note:** (d) & (g) are temporarily not available due to new cycle way and areas not yet defined. Thank you

## Conditions

The following information sheet is designed to assist event organisers in the preparation and placement of temporary signs, excluding commercial advertising.

A list of the Conditions and Approved/Not Approved sites follows:

1. Only one sign at each location.
2. Sign specification of 1200mm x 900mm maximum.
3. That the sign does not obstruct any other signs already in place.
4. All signs are to be maintained in a safe, tidy condition and inspected regularly.
5. All signs shall be removed within 24 hours of the last showing.
6. Signs not to be erected for more than 21 days.
7. Extreme care must be taken when digging holes for sign support as underground power, telephone, water and gas services may exist at any depth below the surface.

## Privacy Statement

Personal information provided to the Hutt City Council ("the Council"), may be held, used and disclosed by the Council in the following ways:

- to enable the Council to communicate with you for Council purposes
- to enable the Council to provide you, or have provided to you advice and information concerning
- products and services that the Council believes may be of interest to you
- to enable the Council to administer and maintain its records and carry out its required functions.
- Personal information collected by the Council will be held by the Council, whose address is Private Bag 31912, 30 Laings Road, Lower Hutt 5040.

You have the right under the Privacy Act 1993 to obtain access to and to request correction of any personal information held by the Council concerning you.

The Council has a Privacy Officer. If you have any concerns regarding privacy issues, please telephone (04) 570 6666.