

ROSS-ON-WYE TOWN COUNCIL

The Corn Exchange, High Street, Ross-on-Wye, Herefordshire, HR9 5HL
Phone: 01989 562373 Fax: 01989 565478 Email: admin@rosstc-herefordshire.gov.uk

Application to place an advertising banner on the railings at Smallbrook Gardens

Any member of an organisation wishing to place a banner on the railings at Smallbrook Gardens should complete the form overleaf and return it to the above address.

Please note that the following restrictions apply:

- Banners advertising commercial enterprises will not be permitted.
- The banner will not be in place for more than 21 days.
- The size, detail described, number, and/or positioning of the signs does not unduly distract drivers' attention.
- The sign is constructed in such a way that does not represent a danger to vehicles that might collide with it.
- The sign face is manufactured on a suitable lightweight material.
- The fixings used will not be permanent.
- The banner will not normally exceed two metres in length and one metre high without prior permission from the Town Clerk.
- The sign is not to be affixed to street furniture other than railings without obtaining prior written permission of the Council.
- Any damage to the railings must be made good to the satisfaction of the Town Council. Any costs incurred by the Council in undertaking any associated remedial works will be recovered from the person responsible for erecting the sign.
- Failure to remove the sign within three days of the conclusion of the event will result in the sign being removed and disposed of.

Ross-on-Wye Town Council will determine what it considers to be suitable subject matter for display on the railings.

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Application form to place an advertising banner on the railings at Smallbrook Gardens

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Please complete this form and return it to the above address.
Space will be allocated on a first come first served basis.
You will be notified if your application has been successful.

Date requested for putting up	Actual date of event advertised			
Name of organisation	Charity Number:			
Name of person making application				
Email Address				
Telephone No.	Mobile No.			
Postal Address				
Exact wording on the banner				
Exact size of banner	Length	metres	Height	metres

I have read the restrictions which apply to the railings and agree to abide by them, including removing the banner within three days of the event.

Signed _____ Date _____

Office use—Please leave blank					