

## Application Form for the Erection of Temporary Signage



1.	Contact Name / Event Organiser	
2.	Contact Address	
3.	Contact Number ( <b>N.B.</b> )	
4.	Email address (if available)	
5.	Event being advertised	
6.	No. of signs to be erected	
7.	Proposed location of each sign (maximum of 1 sign on each approach road to towns)	
8.	Size of signs (please see point 2.1 of conditions)	
9.	Date of Event	
10.	Date signage to be put in place (not more than 7 days before event start)	

11.	Final date for removal of signs (No later than 3 days after event)	
12	<b><u>Proof of Public Liability</u></b> <b><u>Insurance €6.5m</u></b> Please attach current schedule which should include an indemnity to Clare County Council.	

I / We are aware of the terms of this agreement and agree to comply with same.

Signed \_\_\_\_\_ Date: \_\_\_\_\_  
Event Organiser

Permission Granted by: \_\_\_\_\_  
Environment Section, Clare Co. Council

**Clare County Council**  
**Erection of Temporary Signage**  
**Terms and Conditions**

Applications will be accepted by Clare County Council to erect temporary signage on the County's roads. Approval for temporary signage will be subject to compliance with a number of conditions as follows:

**1. Type of Event**

Signage will only be allowed in relation to once-off events of community interest or for charity events

**2. Type, Number and Location of Signs**

2.1 No advertisement sign shall exceed 1.2 square metres in area. If the organisation wishes to erect larger signage, a planning licence may be necessary. The applicant must give details of the number of signs to be erected at each location.

2.2 No advertisement sign shall be exhibited more than 2.5 metres above ground level or be glued, pasted or otherwise affixed to any structure other than an advertisement structure.

2.3 The Council reserves the right to remove any signage which is considered unsightly, which is larger than the approved sign, and which is in excess of the number of signs approved for erection.

2.4 Sign must not present a hazard or interfere with or obscure in any way, vehicle routes or pedestrian routes. **The placing of signs on roundabouts is not permitted under any circumstances.**

**3. Timeframe**

Once approval has been received to put signs in place, temporary signage may be put up on the County's roads not more than 7 days before the event start and must be removed within 3 days of the event finishing. Should any signage be found to be in place outside of this timeframe, Clare County Council will remove the signs and issue a litter fine of €150 per sign.

**4. Public Liability Insurance**

Documentary evidence required of public liability insurance for an amount not lower than €6.5m and an indemnity to Clare County Council.

**Please Note:** Permission is not granted until this form has been signed and dated by an authorised official of Clare County Council.