

**APPLICATION FOR LAMP STAND BANNER FLAG HIRE**

**1. APPLICANT DETAILS**

Organisation: .....

Contact Name: .....

Postal Address: .....

Phone Number: .....

Email Address: .....

**2. BOOKING DETAILS**

Event to be advertised: .....

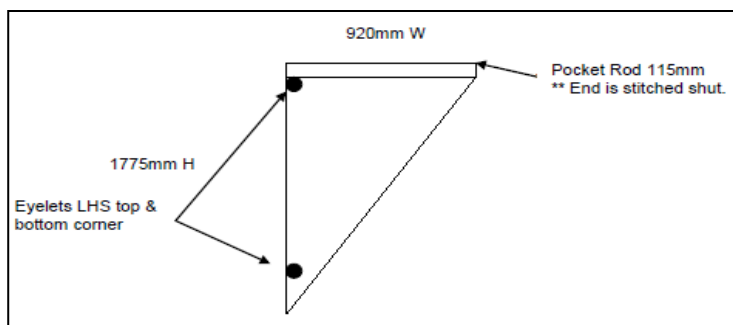
Proposed date/period of display: .....

- William Street (12 x lamp stands – Durham Street > Keppel Street)
- Howick Street (4 x lamp stands – William Street > George Street)
- George Street (12 x lamp stands – Durham Street > Keppel Street)
- Keppel Street (16 x lamp stands – George Street > Havannah Street)
- All Streets

**3. REQUIREMENTS OF BOOKING**

Permission is granted to applicants on the basis of availability with the following conditions;

- A copy of a \$20M Public Liability Insurance Policy, indicating Bathurst Regional Council's interest, with the dates that the banner is to be displayed, must be provided to Council at least one (1) week prior to the installation of the banner,
- Council reserves the right to refuse the erection of any flags if it is believed to contain offensive or inappropriate content, or is not considered to be for the benefit of the community,
- Council takes no responsibility for any damage, theft or loss of any banner flag during the time of their display
- The flag size it so be 1775mm high and 920mm wide, in a triangular shape
- There are to be eyelets in the top and bottom corners, with a pocket rod along the top at a width of 115mm (the end must be stitched shut)
- The banner is to be provided with 19mm internal dimension diameter eyelets, at 1.0 meter intervals, top and bottom, so that it can be clipped onto existing cables. (Council will supply the clips).
- Two flags are to be provided for each individual pole (one for either side)



**4. FEES & CHARGES – 2023/2024**

To secure your booking, your non-refundable payment must be received before the installation of the banners. Confirmation of the required payable fee will be advised via a corresponding invoice **\*\*[Prices are for a one (1) week booking period only]\*\***

- William Street - \$2,286.00 (12 lamps = 24 banner flags)
- Howick Street - \$1,133.00 (4 lamps = 8 banner flags)
- George Street - \$2,286.00 (12 lamps = 24 banner flags)
- Keppel Street - \$3,045.00 (16 lamps = 32 banner flags)
- All Streets - \$6,750.00 (44 lamps = 88 flags)
- Re-instalment due to breakages - \$440.00/hour

**5. DELIVERY AND COLLECTION OF BANNER FLAGS**

Flags are required to be delivered to the Council Depot on the corner of Peel and Durham Streets, Bathurst, at least two (2) working days prior to the date the flags are to go up, and the flags must be collected from the depot after their removal.

**6. INSURANCE**

A copy of a \$20M Public Liability Insurance Policy, indicating Bathurst Regional Council's interest, with the dates that the flags are to be displayed, must be provided to Council at least one (1) week prior to the installation of flags.

**7. DECLARATION**

In signing this form, I acknowledge that I have read and accepted that conditions associated with the hanging of a banner across William Street. I have completed the application form as accurately as possible.

Signed: .....  
 Name: .....  
 Date: .....

**8. COMPLETED FORMS/QUERIES**

Please forward your completed application to Council via:

- Email: [council@bathurst.nsw.gov.au](mailto:council@bathurst.nsw.gov.au)
- Mail: Private Mail Bag 17, Bathurst, NSW, 2795
- In Person: 158 Russell Street, Bathurst, NSW, 2795

Applications must be submitted at least five (5) weeks before the proposed advertising date, but no more than 12 months in advance.

For any further enquiries, please contact Council's Recreation Section on (02) 6333 6285.

<b><u>Office use only</u></b>	<i>(Allocation No. W1000.44)</i>
Amount Paid: \$ .....	Receipt No.: ..... Date: .....

***The information on this form is being collected to allow Council to process your application and/or carry out its statutory obligations. All information collected will be held by Council and will only be used for the purpose for which it was collected. An individual may view their personal information and may correct any errors.***