

# SERVICE SIGNAGE APPLICATION

## APPLICANT DETAILS

Applicant Name			
Trading As			
Postal Address		Post Code	
Suburb		Fax	
Contact Number			
Email Address			

## DETAILS OF PREMISES

Name of Establishment/Attraction	(This will form the basis for the wording on the sign, if approved)
Address	
ABN Number	
Web Address	

## BUSINESS DETAILS

Does your business have all Local Government licences and approvals? (A compliance check by Council forms part of the assessment procedure)	<input type="checkbox"/> YES <input type="checkbox"/> NO (you are not eligible for service signage)
Do you have a minimum of \$20 million Public Liability Insurance covering <u>ALL</u> business activities?	<input type="checkbox"/> YES <input type="checkbox"/> NO (you are not eligible for service signage)
Is the sign to be located within 5km of your business?	<input type="checkbox"/> YES <input type="checkbox"/> NO (Businesses can only apply for signage within 5km of the premises)

## SPECIAL CRITERIA

Venues must (at a minimum) provide the following on-site

Caravan Parks	<input type="checkbox"/> A minimum of 20 spaces with a minimum 20% availability for visitors <input type="checkbox"/> Toilet facilities <input type="checkbox"/> Drinking water
Petrol Stations & Mechanical Repairs	<input type="checkbox"/> Fuel
Hotels, Motels, Guest Houses & Accommodation Venues	<input type="checkbox"/> Accommodation <input type="checkbox"/> Bed and Linen <input type="checkbox"/> Towels <input type="checkbox"/> Telephone

## DETAILS OF OPENING HOURS

Complete the following table with the opening hours of your business in a normal week. If your opening hours vary during peak and off peak seasons, complete both sections of the table below. If your business is closed note this against the appropriate days within the table.

Day	Opening Hours (Peak)	Opening Hours (Off Peak)
Sunday		
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		

## SUPPORTING DOCUMENTATION

The following documents must be submitted with this application, if this information is not submitted it may hold up the assessment process

- ☐ A copy of the Certificate of Currency as proof of Public Liability Cover
- ☐ Current brochure or other promotional material
- ☐ A photograph displaying onsite signage
- ☐ A map with the requested signage locations clearly marked

## PRIVACY STATEMENT

### Important Notice

In completing this form, you are providing personal information such as your name and contact details to the Scenic Rim Regional Council. These details will be used for processing this form and your personal information will only be accessed by officers authorised to do so. Your personal information is handled in accordance with the *Information Privacy Act 2009* and the *Information Privacy and Other Legislation Amendment Act 2023*. This information will not be disclosed to a third party unless with your consent or as required by law.

## SUBMITTED BY

Signature		Date	
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## COUNCIL USE ONLY

2025/26

Receipt #		Date		GL#DirectionalSigns	\$149.00
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## TO SUBMIT YOUR FORM TO COUNCIL

By Mail	Scenic Rim Regional Council, PO Box 25, BEAUDESERT QLD 4285				
By E-Mail	<a href="mailto:mail@scenicrim.qld.gov.au">mail@scenicrim.qld.gov.au</a>				
In Person	Beaudesert Customer Service Centre	82 Brisbane Street, Beaudesert			
	Boonah Customer Service Centre	70 High Street, Boonah			
	Tamborine Mountain Library & Customer Service	Cnr Main St & Yuulong Rd, Tamborine Mountain			
Phone	(07) 5540 5111	Fax	(07) 5540 5103		