



WELLS CITY COUNCIL

Application to place a cross-street banner over the highway

Initially, all applicants need to have obtained permission from the Somerset County Council, Highways Department. Once you have such confirmation you can then approach the Wells City Council, where records are kept of the banners to be erected. This procedure should enable us to keep a record of which banners are due to be displayed and the availability of locations. Anyone who does not follow the correct procedures will have their banner(s) removed from display.

Please supply the following information:

Date of application:	
Name of Organisation:	
Contact name within Organisation:	
Address:	
Telephone:	Mobile:
Email:	
Description of Banner, i.e. what is it advertising? (No commercial advertising allowed.)	
Size of banner: Width Height	
Which location(s) would you like your banner to be displayed?	

Dates banner to be displayed:

From To inclusive

Please supply details of who will be responsible for erecting/dismantling the banner?

Highways permission – **please attach a copy**

Public Liability Insurance - **please attach a copy**

DISCLAIMER

I confirm that I accept liability for any damage to the cross-street wires, and the surface to which they are connected, during the use for which I have been given permission by the Wells City Council.

Signed

Print name

Thank you for your application. Wells City Council will be in touch shortly.

OFFICE USE ONLY

Approved by **Date**