



**Office use only:**

Licence Number:

# Application for FOOTPATH SIGN LICENCE

Please complete all fields. Incomplete applications will be returned.

Applicant Details:			
Applicant Name:			
Company Name:		Trading As:	
Street Address:			
Postal Address: (if different from street address)			
Daytime Phone Number:		Mobile:	
Email:		Fax:	

Footpath Sign Details:	Footpath Sign Location Requirements:
<p>Round      Rectangular      Folding      Irregular / Other</p>	
Sign Type:      A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D <input type="radio"/>	Only one footpath sign is permitted per business and should be placed directly outside the business or alternatively at the kerb side of the footpath in line with other obstructions such as parking meters.
Max. Width Permitted:    600 mm	
Max. Height Permitted:    900 mm	

Declaration:	
I hereby declare this information is correct and undertake to comply with the provisions of the Napier City Council Footpath Management Policy.	
Signed:	Date:

### Conditions

- If your application is accepted by the Council, a confirmation letter and GST receipt will be sent to the address you have provided above. If your application is not accepted then your payment will be returned to you with a reason for this.
- Licences are non-transferable and application processing fees are non-refundable so it is important that the information provided on this form is as accurate as possible.
- Licences issued that are subsequently found to be used in a non-compliant manner, where the owner could have reasonably determined that the location or sign was non-compliant will be revoked and no refund provided.
- Unsafe signs or signs that are not amended after receiving notice from the Council that they are not compliant will be confiscated by the Council.
- Personal information will be used for the administration of footpath signs in Napier and may be made public. All information collected will be held by Napier City Council with applicants having the right to access and correct personal information.

Please complete the form, attach payment made out to Napier City Council, and send to: Footpath Sign Licensing, Napier City Council, Private Bag 6010, Napier 4142. If you have any questions regarding footpath signs or this application form, please phone 06 835 7579.