**Temporary Sign Permit**

**Thurles Municipal District**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Event/Organiser Information:** | | | | |  | | | | |
| **1.** | **Name/Event Organiser:** | | | |  | | | | |
| **2.** | **Address:** | | | |  | | | | |
| **3.** | **Contact Phone Number:**  **(Must be provided)** | | | |  | | | | |
| **4.** | **Email address:(if available)** | | | |  | | | | |
| **5.** | **Date(s) of Event:** | | | |  | | | | |
| **5.** | **Event being advertised:** | | | |  | | | | |
| **6.** | **Please indicate event type:** | | | |  | | | | |
|  | **(choose from one of the following: cultural, charity, sporting, educational, religious, funfair, social, recreational, political, circus, entertainment, other)** | | | | | | | | |
|  | | | | | | | | | |
| **Sign Information:** | | | |  | | | | | |
|  | | | |  | | | | | |
| **1.** | **Total No. of signs to be erected:** | | |  | | | | | |
|  | | | |  | | | | | |
| **2.** | **Proposed Location(s) of sign(s):** | | | **No: of signs** | | **Road number** | | **Location** | |
|  | **(Note: max of 1 sign allowable on each approach road to towns)** | | |  | |  | |  | |
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| **3.** | **Size of signs:**  **(please refer to Condition 2.1)** | | | |  | |
| **4.** | **Date signage to be put in place:**  **(not earlier than 7 days before event)** | | | |  | |
| **5.** | **Final date for removal of signs:**  **(no later than 3 days after event)** | | | |  | |
| **6.** | **Description of Information outlined on signs: (copy template/photo may be attached)** | | | |  | |
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**Privacy and Data Protection:**

Personal information collected by Tipperary County Council is done so in order for us to process your application. Legally we can process this information as it is necessary for us to comply with our statutory/legal obligations in accordance with the Erection of Temporary Signage Application. The protection of your personal data is a key priority for the Council and your data will be processed in line with our Privacy policy which is available at <https://www.tipperarycoco.ie/your-council/privacy-statement> or hardcopy form from our offices at: Tipperary County Council, Civic Offices, Limerick Road, Nenagh, Co. Tipperary or Civic Offices, Emmet Street, Clonmel, Co. Tipperary. Should you have any questions about our privacy policy or the information we hold about you, please contact us by email to [dataprotection@tipperarycoco.ie](mailto:dataprotection@tipperarycoco.ie) or write to us at Data Protection, Tipperary County Council, Civic Offices, Emmet Street, Clonmel, Co. Tipperary.

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

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| --- | --- | --- | --- | --- |
| **Signed:** |  |  | **Date:** |  |
|  | **Event Organiser** |  |  |  |

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**For Council Office Use only:-**

|  |  |
| --- | --- |
| **Submittal Date:** |  |
| **Received By:** |  |
| **Comments:** |  |
| **Application Approved/Refused:** |  |
| **Applicant Notified:** |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Permission Granted By:** |  |  | **Date:** |  |
|  | **On Behalf of Thurles Municipal District** |  |  |  |

**Tipperary County Council - Erection of Temporary Signage**

**Terms and Conditions**

Applications will be accepted by Thurles M.D. 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 meters 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 meters above ground level or be glued, pasted or otherwise affixed to any structure other than an advertisement structure.

2.3 No Signage is to be erected on a roundabout or within 50m of the entrance to a roundabout.

2.4 No signage is to be erected on existing road signage poles or where it blocks sightlines from entrances onto any road.

2.5 No signage is to be erected on pedestrian safety barriers.

2.6 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.

2.7 If the Council deems a sign to be hazardous, a distraction to safe movement of road users, or in breach of the above rules, it may remove that sign for storage at the local depot where it can be collected within 1 week of removal.

2.8 All signs shall be placed in a safe position. Signs 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**.

2.9 The use of Electronic Display Panels (Variable Message Signs) placed on or adjacent to, Public Roads, for purposes other than warning at road works is prohibited.

**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 or agreed locations, Thurles Municipal District will remove the signs and **issue a litter fine of €150 per sign,** in accordance with the Litter Pollution Act, 1997.

**4. Public Liability Insurance**

Third Party Groups who erect signage have a duty of care for same. Should signage fall and cause damage/injury to property/person the third party group shall be liable for the damage, therefore any group erecting signage must ensure that adequate insurance cover is in place prior to doing so.

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

Completed application forms can be posted to: Thurles Municipal District Office, Castle Avenue, Thurles, Co. Tipperary or alternatively emailed to the following address: [temporarysignpermit@tipperarycoco.ie](mailto:temporarysignpermit@tipperarycoco.ie).