# A logo with text on it Description automatically generated

**Temporary Sign Permit Application**

**How to Apply:**

1. Complete and return the application to **Environment Section, Aras an Chontae, Longford County Council, Co. Longford** or a scanned copy to **environment@longfordcoco.ie.**
2. Please provide a map indicating the precise and individual location of each sign.

**Applicant Name:**

**Organisation Name / Registered Charity Name and Number:**

**Address:**

**Phone Number: Email:**

**Purpose of Sign / Details of Event:**

**Number of Signs: Proposed Date of Sign Erection: Proposed Date of Sign Removal:**

#### In the event of Longford County Council (LCC) granting a permit for the erection of temporary signage, the applicant must confirm their understanding and acceptance of the following preconditions:

1. Applications to be submitted four weeks prior to date of event, with no signage erected more than seven days prior to the event.
2. All temporary signage must comply with Planning and Development Regulations 2001 **(A**s Amended**),** and current LCC signage policy available at[www.longfordcoco.ie](http://www.longfordcoco.ie)
3. Permit Number: TSP/\_\_ must remain clearly displayed on each sign.
4. In cases where the event is run for charity, the charity name and number must be identified on each sign.
5. No sign shall exceed 1.2 square metres in area / exceed 2.5 metres above ground level / be glued, pasted, or otherwise affixed to any structure other than a sign structure.
6. No sign shall be set back less than 1.2 metres from the road edge so as not affect / impair road user or pedestrian sight lines at junctions / entrances or affect / impair road user or pedestrian forward visibility at edge of carriageway or affect visibility of existing road signage.
7. The sign shall not be placed on roundabouts (including existing road signs or bollards that form part of a roundabout arrangement or other road element).
8. No advertisements shall be erected where they can be seen from any motorway or national primary road.
9. No more than one sign may be erected (per event) on each approach road to a town or village.
10. No vulgar or offensive language or graphics is permitted, or content considered inappropriate by LCC.
11. Applicant commits to the removal and responsible disposal (or storage) of all signs, no later than seven days after the event.
12. Applicant accepts all liabilities arising from the signage as permitted, its erection and removal.
13. At locations where electronic display screens are agreed, a nominal charge will apply, and no alternative sign types permitted.
14. Paper signs covered with plastic are not permitted.

Signature of Applicant: Date: