



PARISH OF ST HELIER
TECHNICAL & ENVIRONMENTAL SERVICES

TOWN HALL, PO BOX 50, ST HELIER, JERSEY JE4 8PA
TELEPHONE (01534) 811811 FACSIMILE (01534) 811804

Office Use Only
Permit Number:

Placement of Advertising Boards on the Public Highway

Articles 4 & 5A of the Highways (Jersey) Law 1956, as amended.

Please complete the form clearly using BLOCK CAPITALS

Company: _____

Contact Name: _____

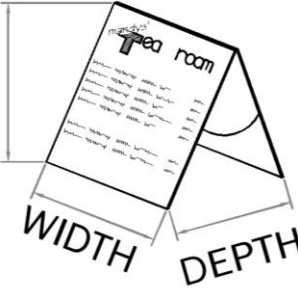
Telephone: _____

E-Mail: _____

Address where Board to be displayed:	Address for correspondence (if different from adjacent):

Please specify boards dimensions:

HEIGHT



Height: _____ mm

Width: _____ mm

Depth: _____ mm

NB: Note that any application over the proscribed size will be considered upon application and will incur an additional charge.

Tick days of use:	Hours on Display:
<input type="checkbox"/> Mo <input type="checkbox"/> Tu <input type="checkbox"/> We <input type="checkbox"/> Th <input type="checkbox"/> Fr <input type="checkbox"/> Sa <input type="checkbox"/> Su	i.e. 9 till 5

Width of footpath in front of premises: _____
(not applicable for precinct applications)

I hereby apply for a licence to place an advertising board upon the public highway as detailed above. I confirm I have read, understood and agree to abide by the conditions overleaf and any special condition.

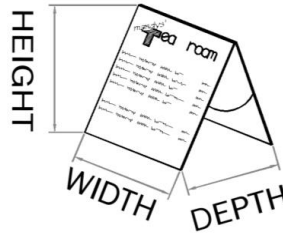
Signed: _____ **Name:** _____ **Date:** _____

Please submit a copy of your Public Liability Insurance (minimum cover of £2million) and the Licence fee of £61.86 with this application form.



Placement of Advertising Boards on the Public Highway

1. Display boards shall be limited to a maximum size when displayed, of:
 600mm (2ft) wide
 600mm (2ft) deep
 1200mm (4ft) high



2. Boards over the maximum size, will be considered upon application and will incur an additional charge.
3. All boards should be sturdy and braced, to prevent them opening beyond the above-mentioned permissible depth, and maintained in good repair and decorative order.
4. An application covers one board only; multiple boards will require an application for each board, and will be considered on application.
5. Approval to display boards will not be given unless a minimum footpath width of 1.50m can be achieved between the board and the kerb edge.
6. Display boards will only be permitted tight against the frontage of the premises to be licensed. **No boards will be allowed in remote locations, unless otherwise approved.**
7. Boards must be removed from the public highway outside the permitted hours.
8. Under the Highways (Jersey) Law 1956, the Connétable may withdraw a licence by notice at any time at his discretion.
9. Consent to place boards on the public highway will be for a maximum period of 12 months and, in all cases, licences will expire on 31 December each year. It is the responsibility of the licence holder to re-apply to the Parish upon expiry of the licence.
10. Applicants must provide proof that they hold **Public Liability** insurance cover to a minimum value of £2 million.
11. Copy of Insurance & the **Licence fee of £61.86** must be sent in with each application.
12. Boards will not be permitted on the public highway, without permission. Boards without permission will be deemed an obstruction under the Highways (Jersey) Law 1956 and may be removed with 7-days' notice.
13. Failure to obtain a permit may render the company liable to prosecution.
14. On receipt of your license, the individual identification label should be placed on the board for identification and spot checks. All licences must be retained on site and must be produced when requested by the Connétable or an authorised officer of the Parish.

Check List – Have you remembered . . .	
Measurement of width of footpath in front of premises	
Copy of Public Liability Insurance	
£61.86 Licence fee	