

APPLICATION : ADVERTISING SIGNS

SECTION 1: APPLICANT DETAILS

Full Names & Surname :

Postal address:

Street address:.....

.....

Contact Tel (Office): (Cell)

Email (1) :

Email (2) :

Contact Person/Agent :

Postal address:

Street address:

.....

Contact Tel (Office): (Cell)

Email (1):

Email (2):

SECTION 2: PREVIOUS APPLICATIONS (IF APPLICABLE)

New or Renewal:

Has applicant applied to Kouga Municipality before - Yes/No :

If Yes, Name of Applicant/Agent:

Specify signage size, location, date of approval of previous signage

(List all applications on a separate page if additional space required):

1.

2.

SECTION 3: LAND OWNER DETAILS

- ☐ Kouga Municipality
- ☐ Other State Organs: Provincial Department etc. (attach proof of consent)
- ☐ Private Land Owner:

Full Names & Surname :

Postal address:

Street address:

Contact person:

Contact Tel (Office): (Cell)

Email (1):

SECTION 4: LOCALITY OF SIGN

Road Reserve	Street name, Area/Town: GPS Coordinates: Adjacent to: Portion/ Farm/ Erf No: Near intersection of:&.....
Private Property	Street name, Area/Town: GPS Coordinates: Adjacent to: Portion/ Farm/ Erf No: Near intersection of:&.....
Other State Organ	Street name, Area/Town: GPS Coordinates: Adjacent to: Portion/ Farm/ Erf No: Near intersection of:&.....

.....
APPLICANT/ AGENT SIGNATURE

.....
DATE

SECTION 5: SIGN INFORMATION

Type of advertising sign:			
Type of application:	Non – Locality bound ☐ Locality Bound ☐		
1. Council Ownership ☐ 2. Private property ☐ 3. Provincial Government ☐ Other ☐			
Dimension of the advertisement: Length	m		
Dimension of the advertisement: Width	m		
Area of advertisement:	m ²		
Number of elevations (faces) of signage:	Single ☐ Double ☐ Three-sided ☐		
Total area of advertising signage (all sides):	m ²		
Height of advertising sign:	m		
Clear height:	m		
Distance to closest traffic signal:	m		
Distance to closest similar advertising sign:	m		
Distance from sign-pole to road reserve boundary from both boundaries:	m	m	
Distance to nearest interception	m		
If along a Provincial / National Road: Distance from road to closes edge of signage:	m		
Class of road:	Class		
Speed limit of road & adjacent road:	km/h		
Illuminated:	No ☐	If	Externally Top ☐
	Yes ☐	Externally ☐	Internally ☐
Is road/adjacent road illuminated:	Yes ☐ No ☐		
Applicable zoning of property			
Applicable Special Consent Use:			
Distance to nearest area of maximum control (e.g Residential and Agricultural Zoned property)	m		

.....
APPLICANT/ AGENT SIGNATURE

.....
DATE

APPLICATION CHECKLIST

<u>REQUIRED</u>	<u>TICK</u>
A site plan showing the site on which it is proposed that the sign is to be erected or displayed, drawn to a scale of not less than 1:200 showing clearly and accurately the position of the sign and the building, if any , to which it is to be attached and showing every building and the existing sign on the site, existing and proposed landscaping, traffic signal and road traffic signs, and the positions, with dimensions , of the sign or sign in relation to the boundaries of the site and location of the streets abutting the site, together with its existing approved zoning conditions.	
Full drawing details compliant with National Building and Regulations Standards Act, 1977 (Act 103 of 1977), and is in sufficient detail to enable the Municipality to consider the appearance of the sign and reelevate construction detail, including and description of the materials of which the sign is to be constructed, the colours to be used, and whether the sign is to be illuminated.	
A complete motivation (need and desirability) for the application: This must be attached separately, signed and dated by the application	
Name, contact details and address of applicant	
Name, contact details and address of the owner of the land	
Power of attorney: signed by owner if applicant is not the owner	

Acknowledgement:

Kouga Municipality per section 3(3) may require the submission of an Environmental Impact Assessment, Heritage Impact Assessment and/or Traffic Impact Assessment above and beyond the requirements listed above.

.....
APPLICANT / AGENT SIGNATURE

.....
DATE

OUTDOOR ADVERTISING AND SIGNAGE TAFIIFTS

FOR PERIOD 1 JULY 2023 – 30 JUNE 2024

APPLICATION FEES

ANNUAL RENT – TOURISM BOARDS	R 380.00
TOURISM BOARDS: APPLICATION FEE	R 976.79
ADVERTISING BOARDS CONFISCATED PER BOARD <1m ² .	R 232.67
ADVERTISING BOARDS CONFISCATED PER BOARD >1m ²	R 1,121.79
BUSINESS ADVERTISING APPLICATION < 1m ²	R 241.58
BUSINESS ADVERTISING APPLICATION BETWEEN 1m ² AND 5 m ²	R 450.52
BUSINESS ADVERTISING APPLICATION > 5m ²	R 1,473.01
MUNICIPAL ROADS RESERVE ADVERTISING COSTS PER MONTH > 1m ²	R 305.31
BUSINESS ADVERTISING COST BETWEEN 1m ² AND 5 m ² - MONTHLY	R 610.62
ELECTION POSTERS DEPOSIT (PER PARTY / PER CANDIDATE / PER WARD) - REFUNDABLE 7 DAYS AFTER ELECTIONS IF POSTERS ARE REMOVED.	R 4,025.00
ELECTION POSTERS (PER PARTY / PER CANDIDATE / PER WARD)	R 1,395.41
ADVERTISING TRAILERS (PER MONTH OR PART THEREOF)	R 432.24
ILLUMINATED STREET SIGNS.	R 5,317.50
POSTER ADVERTISING (MAX 100 POSTERS)	R 1,181.81

PAYMENT METHODS AND INSTRUCTIONS

ELECTRONIC FUNDS TRANSFER (EFT):

Kouga municipality bank details –

BANK : FIRST NATIONAL BANK
BRANCH : JEFFREYS BAY
BANK CODE : 210515
ACCOUNT NUMBER : **525 400 33504**

REFERENCE NUMBER TO USE:

FOR ANNUAL RENT – TOURISM BOARDS

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FOR TOURISM BOARDS: APPLICATION FEE

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BUSINESS ADVERTISING: APPLICATION FEE < 1m²

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BUSINESS ADVERTISING: APPLICATION FEE 1 m² - 5m²

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BUSINESS ADVERTISING: APPLICATION FEE > 5 m²

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Send the EFT proof of payment to Lelihle Mqina lmqina@kouga.gov.za to receive the Kouga Municipality Receipt. Attached the Kouga Municipality Receipt with the fully completed application form to nlappert@kouga.gov.za , athorne@kouga.gov.za or mruieters@kouga.gov.za .

Telephone (042) 200-220 (Option 4) for assistance

PAYING AT ALL KOUGA MUNICIPAL OFFICES CASHIERS:

Inform Kouga Municipality Cashiers you seek to make payment under the vote / reference numbers:

SR/700/98331 – ANNUAL RENT: TOURISM BOARDS

SR/700/98332 - TOURISM BOARDS: APPLICATION FEE

SR/700/98335 – BUSINESS ADVERTISING: APPLICATION FEE < 1m²

SR/700/98336- BUSINESS ADVERTISING: APPLICATION FEE 1m² - 5m²

SR/700/98337- BUSINESS ADVERTISING: APPLICATION FEE > 5m²

SR/700/98340- ADVERTISING TRAILERS (PER MONTH)

Attached the Kouga Municipality Receipt with the fully completed application for to nlappert@kouga.gov.za , athorne@kouga.gov.za or mruieters@kouga.gov.za .

Telephone (042) 220-220 (Option 4) for assistance.

FOR OFFICE USE ONLY:

TO BE COMPLETED BY KOUGA MUNICIPALITY BUILDING AND OUTDOOR ADVERTISING OFFICIAL:

Receipt no:

APPROVING OFFICER

Name and Surname:

Email:

Contact number:.....

Signature: