



CITY PLANNING DEPARTMENT: OUTDOOR ADVERTISING

APPLICATION FORM: ANNUAL LICENSING OF ESTATE AGENT SIGNS

	Northern Region	Southern Region	Eastern Region
CCA Areas:	Boksburg North, Bedfordview, Edenvale, Kempton Park, Tembisa.	Alberton, Boksburg (South), Germiston, Katlehong, Thokoza, Vosloorus	Benoni, Brakpan, Duduza, Dunnotar, Daveyton, Etwatwa, Kwa-Thema, Nigel, Springs, Tsakane, Wattville
Submit to:	Kempton Park Civic, Cnr. C.R. Swart Dr & Pretoria Road, 5 th floor Kempton Park Tel No: (011) 999-3691/2	Golden Heights Building Cnr Victoria St & F H Odendaal Street. Germiston Ground level Tel No: (011) 999-0977/74	Kempton Park Civic, Cnr. C.R. Swart Dr & Pretoria Road, 5 th floor Kempton Park Tel No: (011) 999-3691/2

PLEASE COMPLETE CLEARLY

APPLICANT DETAILS

Estate Agency name:

Trading as:

Branch name:

Name displayed on signs:

***CCA applying for:**

Physical Address:

Postal Address:

Office No. (1):(2).....

Cell No.:

Email (1):

Email (2):.....

REQUIREMENTS

- ❖ **Size** requirement: **Maximum size:** 0.6m x 0.45m.
 - ❖ **Position:** Placed close to a boundary fence or within boundary of erf. **Maximum one advertising sign per agency.** Maximum three advertising signs per erf.
 - ❖ Shall contain **only** the words **'For Sale', 'To Let', 'Sold'** or **'On Show'** and the name, logo, address and telephone number of the selling agent or letting agent.
 - ❖ **'On Show'** estate agency signs on street reserves - permitted after **12:00 on Fridays to 12:00 on the following Monday.** permitted on **public holidays from 05:00 to 20:00** on that day
 - ❖ May consist of a single sign or two duplicate signs joined at an angle of 120°.
 - ❖ Must be placed at or affixed to the building concerned, or attached to the boundary fence of the premises, or displayed within the boundaries of such premises, or displayed on the sidewalks within 1 metre away from the boundaries.
 - ❖ **'On Show'** estate agency signs -displayed within the road reserve. **Not on road islands or medians.**
 - ❖ All **'For Sale' and 'To Let'** signs must be removed no later than **3 days** after completion of the sale.
 - ❖ **'Sold'** signs may be displayed for a period **not exceeding 30 days** after completion of the sale.
- *IF THE ABOVE CONDITIONS ARE NOT ADHERED TO, THE SIGNS WILL BE REMOVED AND A REMOVAL FEE PER SIGN WILL BE CHARGED -COUNCIL WILL NOT COMPENSATE ANY PERSON FOR ANY LOSS OR DAMAGE TO ANY SIGN OR STEEL POLES, RESULTING FROM THE REMOVAL.*

The City of Ekurhuleni is indemnified against any claim against it in respect of the display of any advertisement or the erection of any advertising sign or structure, whether such display or erection was pursuant to permission or authorisation granted by the Municipality

APPLICANT / AGENT SIGNATURE: **DATE:**

FOR OFFICE USE ONLY:

Annual Licensing Fee: R 2283.61 per branch per agency per *CCA Removal Fee: Licensed Estate agent sign: R60.40 per sign Unlicensed Estate agent sign: R163.30 per sign	Period paid for: 1 JULY 2023 - 30 JUNE 2024
Receipt no:	

To be completed by the City of Ekurhuleni Outdoor Advertising official.

Signed at City of Ekurhuleni on theday of.....2023

Name and Surname.....

Email:.....

Contact Number:.....

Signature.....

Note: Incomplete applications will not be accepted.