

SIGNAGE SUBMISSION REQUIREMENTS

In order for us to review your signage, please let us have the following:

- 1 A photograph/plan of the building's elevation showing the position and the size of the proposed sign, to scale, and in the proposed position.
- 2 A detailed drawing of the proposed sign showing the size of the light box or front plate, the size of the letters and logo plus dimensions of all aspects of the sign and its support fixings, including how the individual letters are supported and what type of fixing is proposed.
- 3 If the sign is to be lit, the type of lighting [florescent/neon/LED] and where the light is situated in relation to the sign.
- 4 Colours of the proposed sign, its backing and the exterior colour of the building must be indicated.
- 5 Approval from the owner of the unit/building and Body Corporate [if applicable].
- 6 Payment of the application fee of R500.00.

Please complete the following to enable us to process your application and invoice you for the submission fee:

Address where sign is to be erected:	
Applicant's Name:	
Applicant's Address	
Applicant's email address	
Applicant's telephone number	