

APPLICATION FOR PERMANENT DIRECTIONAL AND TOURIST SIGNS ON THE PUBLIC HIGHWAY



We will endeavour to notify you of our decision within 10 working days from date of receipt of your application by Hertfordshire County Council Highways. However, some applications may require consultation and therefore could take considerably longer to reach a decision. We will update you at regular intervals as to the progress of the application. A site meeting may be required.

Details Of Applicant

Applicant Name:	Date:
Address:	Tel:
Email:	

Details of tourist destination/attraction/facility

Name	
Address	
Post Code	
Website	
Tel (for public enquires)	
Visitor numbers per annum and data source	
Is the facility open to the public, without booking?	Yes / No

Details of parking facilities on site or close by (within 250m) (Please indicate Private or Public car park)

No. of spaces for:	On-site	Within 250m
Cars		
Coaches		
Disabled		

If the parking indicated is not owned by the facility, evidence is required that you have permission from the owner to allow parking. Please do not include parking on the public highway.

Details of opening hours incl. seasonal variations	
Accreditation body and registration number	
Reasons for the proposed signs	

Please provide plans showing the location of the tourist destination/attraction/facility (including access to and egress from the public highway) and details of existing and proposed signing on the road network:

- Key plan (e.g., 1:5000 scale)
- Location plan (e.g., 1:1250)

Sign face detail drawings or photographs

Please provide examples of publicity material and any other relevant information which may support your application

Please include a payment (non-refundable) of £138.00 to cover administration costs for assessing the application. If the application is approved, a quote will be provided to cover all costs associated with the signs and installation. The works will not be ordered until payment is made in full.

Payments can be made by the following methods: -

<p>BACS Hertfordshire County Council – General Account, NatWest Bank Account Number: 18396704, Sort Code: 60-10-39</p>	<p>Tel: 01992 555 407 Once you get through, please mention the payment amount £138.00 and reference in the following way: - Signs / Road name, Town (e.g., Signs / Victoria Street, St Albans) If you do not provide the correct reference for the payment, your application may be delayed. The payment codes you will need to quote are as follows: GL Code - 552027 CC – 52124</p>
-------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------