

Siyambalanduwa Regional Council

Annexure 24

My Number :- C/Prasa/

Model Application Form for Granting Approval for Display of Billboards / Banners.

01. Personal Information

- (a) Full Name of Applicant :-
- (b) Identity Card Number :-
- (c) Mobile Number :-
- (d) Corporate Telephone and Fax :-
- (e) E-Mail Address :-
- (f) Postal Address :-
- (i) Corporate Address :-

02. Information about the notice board / banner related to installation.

(Attach a copy of the notice board/banner)

- (a) Details of the premises on which the notice board is displayed:

(Attach consent letter of land owner and photocopy of identity card)

- (i). If on private land (submit permission letter) :

	Owner's Full Name	Address	Telephone Number
1			
2			

(ii). If on public land:

	Location	(Owner (PS / UDA / RDA / SLLRDC))
1		
2		

(b) Billboard / Banner Display Name :-

.....
.....

(c) Size (per square metre) of the length and width of the billboard

Length width square meter

.....

(Rs.500/= per square meter will be charged.)

(d) Number of hoardings/banners to be erected/displayed in the jurisdiction

.....

(e) Time limit for display of notice board/banner.date

From.....to.

I certify that the above information is true and correct.

I promise to remove all hoardings and banners by the end of the approval period, or pay the fee with fines to be removed by the local council.

I request you to collect the billboard/banner display fees and give necessary permission to display the billboards/banners.

Date :-.....

.....

Applicant's signature.

3. For office use.

I have checked and accepted the relevant application.

Date:-.....

.....

Name and signature of recipient.

(seal)

4. Revenue Field Officer

I will check and report.

Date:-.....

.....

Chairman/Secretary.

5. Report of the Revenue Administrator.

Display of above mentioned billboards/banners is recommended/not recommended.

Estimated Amount :- Rs.

Date:-.....

.....

Signature of Revenue Administrator.

6. I approve / disapprove for display of billboard / banner after recovery of relevant amount.

Date:-.....

.....

Chairman / Secretary.

7. Amount Charged :-

 Receipt Number :-

 Number :-.....

.....

cashier

8. Approve/disapprove display of billboard/banner.

Date:-.....

.....

Chairman / Secretary.