

# Building Information Sheet:

## Temporary Signs

**Temporary Signs** A temporary sign is a sign that enables community associations to advertise charitable or non-profit meetings, functions or other events of public interest.

**Approvals** A permit is required to display temporary signs.  
A Temporary Sign Permit form must be submitted to the City Building Surveyor (please see reverse for application form)  
A permit will be issued subject to the following requirements:

**Size:** Max height 1.2m  
Max area 1m<sup>2</sup>  
Signs not located on the road verge may be of a height up to 2m

**Location:** Signs up to 1.2m in height may be located within the road verge providing they don't cause interference or hazard to pedestrians or traffic  
Signs must not be placed on footpaths or adjacent to driveways

**Fees** No application fee is required.

**Notes**

- Maximum number of signs will be determined by the Building Surveyor
- Signs must be stable or securely fixed so that they are not subject to being knocked or blown over
- Signs must be of sound construction and maintained in good condition
- The advertised message on each sign must be neatly written and should only advertise the related event and the time and date of the event
- Signs are only permitted to be erected for a period of two weeks prior to the commencement of the event
- Signs must be removed no later than 2 days after the conclusion of the event

*Disclaimer*

*This information sheet is provided as generalised information. While we aim to keep the content of this document current and accurate, we accept no responsibility or warranties for actions based on the information provided. The City of Canning encourages you to seek professional advice before acting on any information contained in this document. Please contact the City of Canning if you wish to comment on the forms provided and information contained within. Any reported errors will be amended.*

BAF-03

Updated Sep 2020 (V10)

## APPLICATION FOR TEMPORARY SIGN PERMIT

(Local Law Subclause 16.9)

City of Canning Consolidated Local Laws  
Part XVI - Signs, Hoardings and Bill Posting

Chief Executive Officer  
City of Canning  
Locked Bag 80  
Welshpool WA 6986

Name of Organisation	
Representative Name and Position	
Address for Correspondence	
Contact Telephone Number	
Email Address	
Place where temporary sign/s will be located	
Details of sign: Type of sign (materials) Size of sign Method of fixing	
Purpose of Temporary Sign/s	
Date of event	
Signature	
Date	

Please email this completed application form to [building.email@canning.wa.gov.au](mailto:building.email@canning.wa.gov.au)