



**APPLICATION FOR A LICENCE TO PLACE  
\*SCAFFOLDING/HOARDING ON THE PUBLIC HIGHWAY**

Please complete form and return to: [info@islandroads.com](mailto:info@islandroads.com)

**\*SCAFFOLDING/HOARDING COMPANY**

1. Name:.....  
Address:.....  
.....  
.....  
Post Code:.....  
Office Tel No:.....  
Out of Office Hours Tel No:.....

**2. Location**

Give precise location where the \*scaffold/hoarding will be placed (i.e. Number/Name of Property and Road/Street/Town)

.....  
.....

**3. Lighting** – Tick appropriate box

Liability for the lighting of the \*scaffold / hoarding shall be accepted by the Owner.

**4. Period of Licence** – Give dates on which the license is proposed to start and finish:

From:..... to:..... (inclusive)

**A notice of 10 clear working days must be given** with allowance for weekends and public holidays.

Payment of £..... (**£41.94 per week / part week**) has been made by cheque to Ringway Island Roads Ltd or by BACS (Sort Code: 23-63-91, Account number: 19016368).

Pre-payment does not authorise approval of a license. Any application declined will be refunded the fee paid.

**5. Declaration** – I hereby apply for permission to place a \*scaffold/hoarding on the public highway and have read and accepted the conditions.

Signature:..... Date: .....

**DO NOT WRITE BELOW THIS LINE – OFFICE USE ONLY**

**LICENSE** (to be completed by Island Roads)

DOES NOT CONFLICT WITH ANY APPROVED ROAD AND STREET WORKS? Y / N

No: R2603/ / has been granted for the placing of \*scaffolding/hoarding on the highway at the above location for the period shown. Conditions

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Signature: ..... Date: .....