



Clutha District Council

# Application to hire the Community Billboards

## Applicant details:

Name of organisation:

Contact person:

Postal address:

Post code:

Phone number:

Email:

## Billboard you require (please tick):

Water Tower Park (North Balclutha):

Rosebank Triangle (South Balclutha):

*Please note that the billboard dimensions are 1200mm x 2400mm*

## Details of Event:

Event to be advertised:

Length of time billboard is required for:

**Fee:** Please note a fee will be charged per billboard as per Clutha District Council's Fees and Charges schedule, which can be paid upon hire application, or invoiced - <https://www.cluthadc.govt.nz/rules-regulations-and-licenses/fees-and-charges>

I/We have read and agree to abide by the conditions of hire (attached)

Name

Signed

Date

**PRIVACY STATEMENT:**

We collect personal information from you, including your name, address, contact details, and event information to assess your application to hire the Community Billboards.

This information will be accessible to Council staff.

We keep your information safe by securely storing in our archives which have restricted access.

You have the right to ask for a copy of any personal information we hold about you, and to ask for it to be corrected if you think it is wrong. If you'd like to ask for a copy of your information, or to have it corrected, please contact us at [help.desk@cluthadc.govt.nz](mailto:help.desk@cluthadc.govt.nz) or 0800 801 350.

**CONDITIONS OF HIRE:**

The Community billboards are situated at the Rosebank Triangle and the Water Tower Park.

The board is for the use of not-for-profit organisations, community events and fundraisers.

**BOOKINGS:** to be made through the Clutha isite Visitor Information Centre or via the online form on the Council website. Boards are to be used for events to be held within the Clutha District only, with priority given to Balclutha events.

**CONDITIONS:**

- Bookings are on a first in basis.
- Space may not be booked for more than 2 weeks at any one time, however if the board is empty in the 2 weeks leading up, the sign can go up early to a maximum of 4 weeks.
- Both billboards can be booked if there is no other event booked. However, if a booking comes in after you have booked for the same time period, you will be asked to choose which billboard you wish to keep, and a refund will be given for the billboard you forgo.

Council has clear rules for road signs on state highway one, please adhere to these guidelines, as failure to do so risks the boards being removed all together – <https://www.cluthadc.govt.nz/council/plans-and-strategies/district-plan>