



**MAJLIS PERBANDARAN PADAWAN**  
**TERMS AND CONDITIONS FOR ADVERTISEMENT LICENCE**

- (a) All Advertisement application must be submitted **directly** to MPP.
- (b) Any application submitted shall be in Form A and accompanied with:
  - i) Two copies of a sketch showing full details of the advertisement.
  - ii) Location plan showing location of the advertisement.

**For the display of buntings and banners, applications shall be submitted seven(7) working days before the commencement of the licence validity.**
- (c) Upon approval, the retention of any advertisement erected or exhibited without licence, a fee equal to five times the prescribed will be charged.
- (d) Any structure or advertisement hoarding together with any fixtures to a building or on any land, erected for the purpose of displaying any advertisement shall be certified structurally sound by a registered architect or engineer for the period of the licence.
- (e) The Council may require an applicant to deposit with it such sum not exceeding RM5,000.00 (Five Thousand Ringgit) for each advertisement.
- (f) Every Billboard must obtain Third Party Public Liability Insurance **copy of which is to be promptly submitted to the Council.**
- (g) Billboard licence shall be valid for twelve months from the date issued and renewal shall be submitted before the expiry of the licence in Form B prior to Council discretion to such condition and restriction may deem to be imposed.
- (h) Other advertisement licence shall be valid as stated in the licence
- (i) Licence is not transferable.
- (j) The Council may at any time revoke any licence prior to the Fourteen (14) days notice, as stated in Part C (ii) of Form B.
- (k) No advertisement shall be erected or exhibited in such manner that may cause obstruction.
- (l) The Council shall not be responsible to any damage or loss.
- (m) The Council will charge rental at the rate stipulated in The Local Authorities (Advertisements) By- Laws, 2005. (Amendment 2006)
- (n) It is the duty of the Advertising owner/company to print the licence number and expiry date at the bottom of every advertisement. Failure to exhibit the above mentioned, the Council will remove the advertisement and the deposit will be forfeited.
- (o) Banner/bunting must :
  - i. be properly tied, neat and tidy **and affixed with the official sticker bearing the expiry date as per approved in Form B.**
  - ii. **are prohibited to be displayed across the road, nailed at Council's tree and/or next to the roadside.**
  - iii. be removed within two (2) days after the expiry date **as per approved in Form B.**
  - iv. **displayed/affixed in the location as per approved in Form B.**
- (p) Failure to **comply with the condition of licence**, the deposit will be forfeited **and the advertisement display shall be removed.**
- (q) **The applicant shall apply for the refund of deposit, in a manner as may be prescribed by the Council, within TWELVE(12) months from the expiry of the licence stated in Form B, failing which the Council will take action to forfeit the deposit fee.**



# MAJLIS PERBANDARAN PADAWAN

KOTA PADAWAN, BATU 10  
JALAN PENRISSEN  
93250 KUCHING  
PETI SURAT 620  
93712 KUCHING  
SARAWAK

Appendix I

TEL: 082-615566  
FAKS: 082-611832

## APPLICATION FOR ADVERTISEMENT LICENCE ( By – Law 5(1))

## FORM A

<b>A.</b>	<b>PARTICULARS OF APPLICANT</b>
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Name in full : \_\_\_\_\_ I.C No: \_\_\_\_\_  
Company Name : \_\_\_\_\_  
Address : \_\_\_\_\_  
\_\_\_\_\_  
Telephone No. : \_\_\_\_\_ (O) \_\_\_\_\_ h/p) \_\_\_\_\_ (Fax)

<b>B.</b>	<b>SPEIFICATION ON ADVERTISEMENT</b>
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Type of Advertisement : \_\_\_\_\_  
Size of Advertisement : \_\_\_\_\_ Number of unit of advertisement : \_\_\_\_\_  
Place/s at which advertisement/s to be displayed : \_\_\_\_\_  
\_\_\_\_\_  
Duration of licence : From \_\_\_\_\_ to \_\_\_\_\_

I append:-

- (a) two copies of a sketch showing full details of the advertisement;
- (b) a site/ location plan showing the location of the advertisement;
- \*(c) a plan of advertisement hoarding or structure to be erected for the purpose of exhibiting of the advertisement and bearing the certificate of the registered architect/engineer and a copy of receipt of the fee for consideration of plan.

Date: \_\_\_\_\_  
\_\_\_\_\_  
Signature of applicant

<b>C</b>	<b>CONSENT FROM LAND OWNER IF APPLICABLE</b>
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I, \_\_\_\_\_ I.C. No: \_\_\_\_\_  
Of \_\_\_\_\_  
Certify that I am the owner of this land/building and that I have given consent to this application.  
Date: \_\_\_\_\_  
\_\_\_\_\_  
Signature

\* If applicable