



APPLICATION FOR TOURISM ROAD SIGN SUMMARY

Contact details:

Tel: 021 487 6800,

Fax: 021 487 6899

Email: illse@capetown.travel or janine@capetown.travel

Web: www.capetown.travel

1. Name of tourism facility:

2. Name of Visitor Information Centre:

3. Location of facility:

3.1 Erf Number:

4. Nearest numbered route:

5. Main activity:

6. Other activities:

7. Main Symbol:

8. Supplementary symbol(s):

9. Primary name:

Position of proposed sign(s) (sketch) and existing road signs

10. Submission date to Visitor Information Centre :

11. Submission date to Road Authority:

12. Submission date to Cape Town Tourism - Head Office:

13. RTALC date of meeting:

14. RTALC decision:

APPLICATION FOR TOURISM ROAD SIGNS

(To be completed by the Applicant)

1. SUBMIT TO:

(Name of Local Tourism Bureau)

2. DETAILS OF APPLICANT (Facility owner):

Name:

Identity number:

3. DETAILS OF TOURISM FACILITY:

Name:

CC/Business No:

Street Address:

Postal Address:

Postal code:

Telephone:

Fax:

Cell:

Email:

Website:

Name of contact person:

Position:

Main activity, attraction or service (one only):

Other activities, attractions or services:

Indicate duration of availability (please tick):

Full-time

☐

Part-time

☐

Occasional

☐**4. LOCATION OF FACILITY:**

Indicate location of Facility (please tick):

Urban

☐

Peri-urban

☐

Rural

☐

State nearest numbered road to Facility:

5. DETAILS OF TOURISM ROAD SIGN REQUESTED:

Main symbol:	
Alternative symbols (if needed):	
Primary name:	

6. STANDARDS, QUALITY ASSURANCE AND SAFETY:

Facility Inspection (please tick):

	YES	NO	ORGANISATION	DATE
Certification:				
Accreditation:				
Recommendation:				
Grading:				

7. SUPPORTING INFORMATION:

The following documentation must be attached:

- Brochure of Facility
- Inspection/Registration Certificate from Tourism Bureau or Association
- Grading Certificate
- Map or sketch indicating:
 - Numbered routes, roads and access to Facility
 - Speed limits and surfaces of relevant roads
 - Existing road signs
 - Location of Facility
 - Position of proposed Tourism sign(s)

Attach the following documentation only where applicable:

- Business Licence
- Liquor Licence
- Health Certificate
- Any other relevant certificates or documents.

8. DECLARATION:

I, _____ hereby declare that the information supplied by me and contained in this Application is complete and correct. Furthermore, I undertake to accept all Conditions applicable to Tourism Signs on National, Provincial and Municipal roads.

Signed: _____ Date: _____

**CONDITIONS APPLICABLE TO TOURISM SIGNS ON NATIONAL,
PROVINCIAL AND MUNICIPAL ROADS**

1. Applicants for tourism signs shall undertake to accept in writing all conditions for the display of such signs before they are erected.
2. No tourism signs shall be erected before acceptable arrangements have been made for the display of follow-up signs to the specific facility.
3. All signs erected within the road reserve become the property of the road authority. The cost of erecting and maintaining the signs shall be considered payment for the right to display the signs.
4. Any approval of an application for a road sign lapses after one year from the date of the approval. If the right to erect a road sign is not exercised within that period, a new application will have to be submitted.
5. Applicants shall be responsible for the cost of manufacturing, erecting and maintaining the signs.
6. When applications for additional signs are received after approval has already been granted for a sign, the applicant shall be responsible for the total cost of the alterations, including the manufacture and erection of the new signs.
7. The applicant is obliged to adhere to the conditions listed below:
 - 7.1 The applicant shall have the approved sign made to the specifications and instructions of the road authority at the applicant's expense. The quality of the material and the craftsmanship shall meet the prescribed requirements and shall be subject to testing by the road authority. Manufacturers who are approved by, and registered with, the relevant road authority shall make the road signs.
 - 7.2 The applicant shall provide, at own expense, the road authority with the approved road signs to be erected.
 - 7.3 The applicant shall compensate fully the road authority for any expenditure incurred in erecting and installing such road signs and for any work, which this may require, within the road reserve.
 - 7.4 The applicant shall not hold the road authority liable for any loss or expense resulting from the relocation of, or amendment to, signs within the road reserve, irrespective of the reason for such change.
 - 7.5 The applicant shall not hold the road authority responsible for any damage to signs within the road reserve. This includes any damage caused by the road authority during construction, reconstruction or maintenance of roads, unless negligence by the road authority is proved.
 - 7.6 The continued display of any tourism sign may be reviewed at any time. If the local tourism bureau and road authority decide that a particular tourism sign is no longer justified for a certain facility, the tourism authority may request the road authority to remove the sign. In such a case, the applicant shall be responsible for costs incurred in the inspection and removal of said sign.
 - 7.7 If the standards for signs change to such an extent that existing signs no longer comply with specifications, the road authority reserves the right to alter the signs to comply with set standards at the expense of the applicant.
8. Only the relevant road authority may erect a tourism sign. The facility owner shall be responsible for informing the road authority when the approved tourism sign has been made. Signs only with approved designs will be erected. The road authority shall erect the sign and recover the costs thereof from the facility owner. The facility owner shall accept a written quotation from the road authority and payment shall be made before the sign is erected.
9. The maintenance cost of signs pertaining to different facilities (i.e. belonging to different owners) shall be recovered from the owners on a pro rata basis.
10. The relevant road authority may impose any further conditions it deems necessary.

DECLARATION:

I, _____ the owner of _____ hereby state that

I understand and accept the above Conditions applicable to the application, costs, manufacture, erection and maintenance of tourism signs.

Signed: _____

Date: _____