ELECTRONIC NOTICEBOARD
HIRE APPLICATION

Local Government Centre 2 Seventh Street Murray Bridge SA 5253 | Phone 08 8539 1100 | Fax 08 8532 2766 | council@murraybridge.sa.gov.au | www.murraybridge.sa.gov.au

Electronic Noticeboards:

The Rural City of Murray Bridge offers two electronic noticeboards within the Murray Bridge Township for promoting community notices and events.

Edwards Square LED Sign

Located in Edwards Square, this LED sign supports both pictures and a limited amount of text.

Adelaide Road – Linear Park LED Sign

Positioned at the top of Adelaide Road, this LED sign supports both pictures and a limited amount of text.

This booking is not confirmed until this form is completed, signed and fee paid.

All hire requests are subject to availability. Please read the conditions carefully at the end of this form.

Applicant Details	
Organisation:	
Contact Person:	
Postal Address:	
Phone Number:	
Fax Number:	
Email Address:	
Event/Notice Details	
Event name:	
Event Date:	
Type of Notice	☐ Community Event ☐ Public Announcement ☐ Other:

Duration of Notice			
Please list the start date and end date/s you would like your message to display on the noticeboard. Maximum duration for any one message is three consecutive weeks.			
Start Date:		End Date:	
Start Date:		End Date:	
Start Date:		End Date:	

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Noticeboard Section:

1. Edwards Square LED Sign

☐ Yes, I would like to hire this sign.

Message (Include text and description of image):

1.

2.

3.

Image: - to be emailed to council@murraybridge.sa.gov.au along with this completed form.
(Note: Images should be in JPG/PNG format)

**Posters are acceptable. As this sign will only be visible for roughly 10 seconds the less that is displayed on the sign the easier it is to read.

Examples of past signs designs:







10 minute design time for notices is included within the hire cost. If sufficent imagery is not included application may be declined.

2. Adelaide Road – Linear Park LED Sign

☐ Yes, I would like to hire this sign.

Message (Include text and description of image):

1.

2.

3.

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Image: - to be emailed to council@murraybridge.sa.gov.au along with this completed form.
(Note: Images should be in JPG/PNG format)

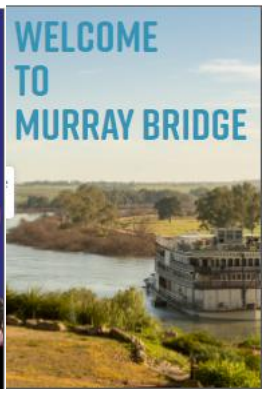
**Posters are acceptable. As this sign will only be visible for roughly 10 seconds the less that is displayed on the sign the easier it is to read.

Examples of past signs designs:











10 minute design time for notices is included within the hire cost. If sufficent imagery is not included application may be declined.

THE RURAL CITY OF MURRAY BRIDGE

ELECTRONIC NOTICEBOARD

HIRE APPLICATION

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Payment Details

Cost of hire **is $70 (including GST) per sign**, per 7 day week. 2 weeks free hire per year is available to eligible Community groups.

How many weeks:	☐ 1 week ☐ 2 weeks ☐ 3 weeks
Applicable signs	☐ Edwards Square LED Sign ☐ Adelaide Road – Linear Park LED Sign
Total Cost:	$

Applicant's Signature

I acknowledge that I have read and understand the conditions of hire and agree to abide by these conditions.

Name:			
Signature:		**Date:**	

Application For Hire

To be eligible an organisation must be a non-commercial organisation as defined in Council's Hiring of Council Facilities Policy and fulfil at least one of the following criteria:

- Not For Profit Organisations are defined as registered charities and organisations/co-operatives/ Individuals whose profits are not dispersed to individual members
- Local Groups are defined as groups whose membership is primarily made up of residents within the Council area of the Rural City of Murray Bridge or individuals or groups whose primary function is within the Council area of the Rural City of Murray Bridge.
- Community Groups are those that meet for the purpose of providing a service for the community benefit. If requested by Council, proof must be supplied that the group is community based and not conducted for private gain.

Are You a Not For Profit Organisation Or a Registered Charity?	Yes ☐	No ☐
Are You a Local Group?	Yes ☐	No ☐
Are You a Community Group?	Yes ☐	No ☐
Are You a School?	Yes ☐	No ☐

Condition Of Hire Of The Electronic Noticeboard

1. The Council expressly reserves the right in its absolute discretion to refuse to accept any hire or to cancel any hire already made and the Council shall not be liable in any way for any loss or damage or otherwise in consequence of the exercise of this right.
2. Payment for the hire must be made at the time of booking by either visiting the Local Government Centre 2 Seventh Street Murray Bridge, attaching a cheque/money order or completing the credit card payment slip below. Waivers are not applicable and will not be considered for the use of the Electronic Noticeboard.
3. Messages will not be accepted if they are deemed to be of a nature that is considered to be offensive, libellous or defamatory. Council reserves the right to refuse or cancel any hire already made, and no liability will attach to Council's decision in this regard.
4. The maximum duration for any one message will be three weeks.

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Credit Card Details (not retained by Council)	
Credit Card Type:	Visa Mastercard
Payment Amount:	$
Card Number:	
Expiry Date:	
Signature:	
Contact Number:	

Office Use Only

Checklist	
Account Number 58112.699.324	
Application Approved:	Yes No
InfoXpert Number:	
Copy To Accounts:	Yes No
Fees Paid	Yes No
Receipt Number:	
Debtor Number:	
Uploaded Date:	
Uploaded Officer:	
Picture of sign design once uploaded:	