# Business Signage Application Form



Please complete the attached form and return, together with the **non-refundable** £100 fee, which allows for early investigative work by the relevant officer.

**Applicant contact name**

**Business name**

**Address (including postcode)**

**Email Address**

**Contact number**

**Please describe the type of business or leisure facilities you provide**

**Days and Hours of opening**

**Please provide proof of the following:**

1. **That your premises are not on an "A" and "B" road or main road through a village**
2. **That you are based outside of a main town centre**
3. **That you are a current member of Herefordshire & Worcestershire Chamber of Commerce/ WLEP/ Federation of Small Businesses**
4. **That at least 40% of your 10,000+ visitors, travel more than 15 miles**
5. **That you have an existing website with a map, written directions and postcode information to assist Sat-Nav users**
6. **That you have adequate parking facilities for cars, coaches & bicycles for your visitors**

**Supporting information**

**Please provide a digital map (a scanned plan will suffice) showing;**

1. **The location of your premises**
2. **Any requested locations for new or updated direction signs you wish to be considered.**
3. **Details of any information on any of the junctions involved i.e. 'A443 junction with Crown Lane'**

**Where relevant, please include any additional supporting evidence (i.e. records of highway users having difficulty at particular locations)**

## DO NOT SEND IN YOUR £100 CHEQUE AND APPLICATION FORM

## WITHOUT PROOF THAT YOU MEET THE CRITERIA ABOVE,

## AS WE CAN NOT REFUND AND YOU WILL BE REFUSED SIGNAGE.

If you require further clarification, please contact;

### Traffic Engineer Team

Network Control Unit

Economy and Infrastructure Directorate

Traffic Engineer Team

Warndon Depot,

Pershore Lane,

Worcester

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