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| **For official use only.** |  |
| Ref No. | **TSHD** |

**Please read the guidance** [**notes**](#Notes) **below and the associated documents prior to completing this form.**

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| **Part A****Applicant Details** |
| Company Name | Click or tap here to enter text. |
| Address | Click or tap here to enter text. |
| City | Click or tap here to enter text. |
| County | Click or tap here to enter text. |
| Postcode | Click or tap here to enter text. |
| Applicant Name | Click or tap here to enter text. |
| Email | Click or tap here to enter text. |
| Phone numbers | Click or tap here to enter text. |

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| **Part B****Developer & Development Details**  |
| New Application or renewal | Select |
| Developer | Click or tap here to enter text. |
| Development Name | Click or tap here to enter text. |
| Development Address | Click or tap here to enter text. |
| City of Edinburgh Council Ward | Click or tap here to enter text. |
| Number of Bedrooms in development | Click or tap here to enter text. |
| Substructures (roads etc) Start Date | Click or tap to enter a date. |
| Anticipated Construction Completion Date  | Click or tap to enter a date. |
| Proposed Sign Erection Date | Click or tap to enter a date. |
| Anticipated Sign Removal Date?  | Click or tap to enter a date. |

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| **Part C****Sign Details.**  |
| Number of Signs | Click or tap here to enter text. |
| Use of Street Lighting Columns | Select |
| **Sign No** | **Location** | **Street Name** | **Direction sign is to face** |
| *e.g.* | *On LP EDN001 outside no 12* | *Edinburgh Road* | *North West* |
|  | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| **Further information** (if required) |
| Click or tap here to enter text. |

**Guidance notes**

**Please read carefully before completing the application form.**

* The applicant must read the City of Edinburgh Council’s “Arrangements for the Management of Housing Development Signs” prior to completing this form.
* By submitting this application form, applicants agree to comply with the City of Edinburgh Council’s “Arrangements for the Management of Housing Development Signs”.
* Applicants should complete all sections of this form. Failure to complete all fields may delay the application.
* This is a fillable form. To add more signs, click on the plus arrow to the right of the row.
* If you have any queries, please contact TrafficSignApplications@Edinburgh.gov.uk.
* Applicants must provide:
* Sign Schedule which includes column numbers and a detailed location description, e.g: outside number 23 etc. Failure to provide specific details may delay the application process.
* Detailed location plan.
* Sign Diagram drawings including dimensions in millimetres for all signs.
* Once completed, the application along with all supporting documents should be emailed to TrafficSignApplications@Edinburgh.gov.uk.