

APPLICATION FOR ADVERTISEMENT LICENCE
 [By-law 6(1)]

The City Secretary
 Council of the City of Kuching South
 Jalan Padungan
 93675 Kuching

Sir

I/We I.C No. : of

.....
 [name of company/agency/department and registration number, etc]

.....
 [correspondence address]

Tel. No.: E-mail Address: Fax No.:
 on behalf of

.....
 [name of company]

.....
 [company address]

Tel. No.: E-mail Address: Fax No.:

would like to apply for the following advertisement licence under By-law 6(1) of The Local Authorities (Advertisements) By-laws, 2012.

Tick the type of Ads apply	Type of Advertisement (Ads)	Security Deposit	Size of Advertisement	No. of unit of Advertisement
	Advertisement	RM5000 per ads		
	Business Name	RM0		
	Small Advertisement [Less than 1 sq metre or 10.76 sq ft]	RM200 per ads		
	Horizontal Banner [Max. size: 4'(H) x 20'(W)]	RM50 per banner		
	Vertical Banner (Fishtail) [Max. size: 10' (H) x 2.5' (W)]	RM250 for every 50 pieces or part thereof		
	Others (Huge Banner/Balloon, etc) [.....]	RM1000 per advertisement		

Display Location(s)	
Duration of Licence	Fromto
Purpose of Advertisement	

Declaration:

I/We hereby declare that I/We have read and fully understand the terms and conditions as per Appendix _____ and the information given in this form is correct and I/We undertake to notify the Council of the City of Kuching South [MBKS] of any changes in these circumstances.

I/We hereby understand that the Council of the City of Kuching South [MBKS] has the right to revoke any licence(s) issued in connection with this application on account of any false information given by me.

Date:

.....
[NAME & SIGNATURE]

FOR OWNER CONSENT*

I/We, I.C No. : of

.....
[name of company/agency/department, etc]

hereby certify that I/We am the owner of this land / building and that I/We have given full consent to this application.

Date:

.....
[NAME & SIGNATURE]

FOR OFFICE USE

Date of application received	Application reference number	Date of Approval	Licence Number	Processed by
			 []

CHECKLIST FOR ADVERTISEMENT APPLICATION

Type of documents to be submitted		No. of Copies require		Checklist
		Horizontal banner / Fishtail / Huge banner / Balloon	Advertisement / Business Name	
1	Application Form	1	4	
2	2.1 Site / Location Plan / Photograph showing the location of the advertisement	1	4	
	2.2 Approved sites for horizontal banner: Please tick [√] the site(s) that you want to apply	N/A	N/A	
	Roadside railing at junction of Jln Pending / Sekama	N/A	N/A	
	Roadside railing infront of Kuching Park Hotel	N/A	N/A	
	Fencing of MBKS Swimming Pool	N/A	N/A	
	Fencing of Stutong Community Market	N/A	N/A	
	Railing at the Junction of Setia Commercial Centre, Jln Song/Setia Raja and / or	N/A	N/A	
3	Sketch plan showing full details of the advertisement (design, measurement, material, picture, etc.)	1	4	
4	Plan of advertisement hoarding or structure to be erected for the purpose of exhibiting the advertisement shall be endorsed / certified by the registered architect / engineer	N/A	4	
5	Extract of land title, Certified True Copy of Land title/S&P [for Yearly Advertisement application only]	N/A	1	
6	Certified true copy of Tenancy Agreement / Letter of Consent from the proprietor of the building	N/A	1	
7	Planning approval for advertisement (other than business name) from Land & Survey Department or State Planning Authority (SPA)	N/A	2	
8	Certificate 9 / Certificate of Registration or Form 1 / Form 24 / Form 49 [from Inland Revenue Board / Suruhanjaya Syarikat Malaysia / District Office] or Certificate of Registration from Registrar of Society if any [for Association, Club, etc]	N/A	1	
9	Registered trade mark [for Business Name only]	N/A	1	
10	Occupation permit if it is a building	N/A	4	
11	Latest paid assessment bill	N/A	1	
12	Public liability insurance certificate.	N/A	1	

Note:

*Consent/authorization letter shall be by the Power of Attorney holder. In the event that there is no Power of Attorney holder, majority shareholders suffice.