



**SIBU MUNICIPAL COUNCIL**  
 APPLICATION FOR ADVERTISEMENT/RENEWAL OF ADVERTISEMENT LICENCE  
**[By-Law 6(1)]**

The Secretary  
**SIBU MUNICIPAL COUNCIL**

Sir,

I

Name [Full name in block letter]					
I.C No.					
Name Of Company/Agency/ Department, Etc					
Correspondence Address					
Tel. No		E-mail Address		Fax No	

would like to apply for advertisement licence under By-Law 6(1) of the Local Authorities (Advertisement) By-Laws 2012 for the following advertisement (please tick ):

<input type="checkbox"/>	Advertisement Signboard	<input type="checkbox"/>	Billboard	<input type="checkbox"/>	Business Name Signboard
<input type="checkbox"/>	Giant Banner	<input type="checkbox"/>	Horizontal Banner	<input type="checkbox"/>	Vertical Banner (Fishtail/Bunting)
<input type="checkbox"/>	Others:				

Size of Advertisement		No. of unit	
Display Location(s)			
Duration of Licence	From :		
	To :		

Note:  
 a. It shall be the responsibility of the owner to notify Council if he/she wants to shift his/her business to a new location within the jurisdiction of Council.  
 b. The owner of advertisement shall submit their application for renewal at least three (3) months before the expiry of the advertisement licence.

**I append herewith -**

- a) One (1) copy of actual advertisement(s) wording and visual.
- b) A site/location plan showing the location of the advertisement(s).
- c) One (1) copy of plan advertisement hoarding structure to be erected for the purpose of exhibiting advertisement and bearing the certificate of the registered engineer and copy of receipt of the fee for consideration of plan. (Only for advertisement structure which is more than 4m x 20m).
- d) One (1) copy registration of business licence.

**Declaration :**

I hereby declare that the information given in this form is correct and I undertake to notify the Council of any changes to the information in this application in future.

I hereby understand that the Sibü Municipal Council has the right to revoke any licence(s) issued in connection with this application on account of any false information given by me.

Date : \_\_\_\_\_ **Signature of Applicant**

**FOR OWNER CONSENT**

I

Name [Full name in block letter]					
I.C No.					
Name of company/agency/ department,etc					
Tel. No		E-mail Address		Fax No	

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

Date : \_\_\_\_\_ **Signature of Owner**

**TEMPORARY ADVERTISEMENT FOR VERTICAL BANNER / HORIZONTAL BANNER / GIANT BANNER**  
Licencing Terms and Conditions

**INTERPRETATION:**

1. TEMPORARY LICENCE / ADVERTISEMENT as classified By-Law 9 of The Local Authorities (Advertisements) By-Laws, 2012 is for the purpose of announcing local events, information or notification of product, activities or services only.
2. Types and sizes of the advertisement are as follows :-
  - 2.1. Vertical Banner; Bunting/Fishtail/Streamer [shall not exceed 2m (Height) x 0.74m (Width)]
  - 2.2. Horizontal Banner [ shall not exceed 1.22m (Height) x 6.00m (Width)]
  - 2.3. Giant Banner (Any size that exceeding the size of the Horizontal Banner)

**LICENCING TERMS AND CONDITIONS:**

1	All advertisements exhibited within Sibu Municipal Council must be <b>licenced</b> and approval is on monthly basis;
2	The advertisement shall be displayed for a period of <b>NOT</b> more than three <b>(3)</b> consecutive months, <b>except</b> advertisements on <b>EVENTS</b> , the licence shall <b>EXPIRED</b> concurrently with the closing of the events;
3	Licence issued shall not be <b>transferable</b> or <b>assignable</b> . <b>Licence Number</b> must be clearly shown at the <b>bottom right hand corner</b> of the advertisement with the size of not less than 0.10m (Height) X 0.46m (Width);
4	All advertisements must be removed within <b>two (2) days</b> after the expiry of the licence;
5	Words and letters in <b>Bahasa Malaysia</b> when used together with any other language must be given prominence in term of Size and Colour, and in more outstanding place than words or characters in the other language used;
6	All content and visual must be <b>non-offensive</b> in nature; obscenity, seductive, acts of violence, and any other sensitive issues on religions, races and languages are prohibited;
7	Advertisements on any tobacco products, liquor and illicit drugs are prohibited;
8	All <b>Political</b> logos are prohibited;
9	Advertisement displayed on private properties must be consented by the owner. <b>FOR OWNER'S CONSENT</b> in <b>FORM A</b> (APPLICATION FOR ADVERTISEMENT LICENCE) must be duly signed;
10	Advertisement shall only be displayed accordingly to the sample presented upon application and at the approved site(s);
11	The advertisement displayed shall not caused any obstruction to the public, road, building or nature; light, ventilation, access to the buildings, windows, fume exhaust placed on the outer wall of the building, road signages etc.,;
12	Advertisement must be securely fastened and must be maintained in good state at all times during the period of licence;
13	Construction of any structure(s) for the advertisement on public places / road reserved are strictly prohibited;
14	No advertisement shall be allowed on any vegetation and road reserved;
15	Displaying of advertisement at / within the traffic round-about and across any road / street are prohibited;
16	Advertisement shall not be displayed less then 5 meters away from the traffic light / road junction;
17	Advertisement must be hung above the ground; road / pedestrian path / road divider (which ever is higher) with a clearance of at least 2 meters;
18	Two (2) tiers advertisement are prohibited, back to back are accepted except for State Flag & Jalur Gemilang;
19	Licence issued for display at protocol roads are subjected to revocation when need arises. The licence fee paid shall not be refunded. For revoked licence, the same number of days shall be replaced when the licence are reactivated;
20	Sibu Municipal Council shall not be held responsible for any accident, mishap, injuries, stolen, lost, torn, defaced fishtail/banner that may occur arising from the advertisement;
21	Sibu Municipal Council reserves the right to remove and to forfeit the security deposit for non-compliance with any of the above conditions;
22	<b>BANNER POLES FOR RENTAL;</b> rental of RM50.00 (Fifty Only) per banner per week at junction of :- 1) Jln. Kpg. Datu/Jln. Tun Abg. Hj. Openg      2) Jln. Wong Nai Siong/Jln. Kpg. Nyabor      3) Jln. Aman/Jln. Lanang 4) Jln. Dr. Wong Soon Kai/Jln. Brother Albinus      5) Jln. Merdeka/Persiaran Brooke

**VERTICAL BANNER** [Bunting/Fishtail/Streamer]**HORIZONTAL BANNER / GIANT BANNER**

> Licence fee : 1st sq m = RM20 per month  
 > Subsequence sq m = RM10 per month  
 > Security Deposit = RM250 for every 50 pieces or part thereof  
 > Public liability insurance = RM0

> Licence fee : 1st sq m = RM20 per month  
 > Subsequence sq m = RM10 per month  
 > Security Deposit = RM50 per banner (**Horizontal Banner**)  
 > Security Deposit = RM1,000.00 per banner (**Giant Banner**)  
 > Public liability insurance = RM0

<b>F O R O F F I C E U S E</b>	Type of Advertisement	No. of unit	Size of Advertisement	Licence Fees	Security Deposit	Rental Fees	Total	
	Advertisement Signboard							
	Billboard							
	Business Name Signboard							
	Giant Banner							
	Horizontal Banner							
	Vertical Banner (Fishtail/Bunting)							
	Others							
	TOTAL PAYABLE:							
	Date of Application Received :		Application Reference Number :					
Date of Approval :		Licence Number :						
Processed By :-	Name :			Signature				

## **TEMPORARY ADVERTISEMENT (Banner)**

**[size should not exceed the STANDARD SIZE of the respective categories]**

**\* Licence Fees (1st Meter Square = RM20 and any part thereof RM10)**

### **1. HORIZONTAL BANNER**

**Standard Size : 1.22m (Height) X 6m (Width)**

**Licence Fees : RM83.20 (Round-up = RM90)**

**Deposit - RM50 per pieces**

### **2. VERTICAL BANNER (no more than 200 pieces per application)**

**Standard Size : 2m (Height) X 0.74m (Width)**

**Licence Fees : RM24.8 (Round-up = RM30)**

**Deposit - RM250 for every 50 pieces or part thereof**

### **3. GIANT BANNER (any size after the Horizontal Banner)**

**Standard Size - any size exceeding Horizontal Banner**

**Licence Fees - not less than RM90**

**Deposit - RM1,000 per pieces**