CITY OF WINDHOEK

Department of Economic Development and Community Services
Division of Economic Development

City of Windhoek

The Gateway to Endless Opportunities

Postal Address: PO Box 59.
Windhoek
Namibia

Street Address: 80 Independence Avenue,
Windhoek, Namibia

Contact Numbers: +264 - 61 290 2576 / 3002 / 3198

E-mail: OutdoorAdvertising@windhoekcc.org.na

Website: www.windhoekcc.org.na

OUTDOOR ADVERTISING ANNUAL LICENSE: AUCTION SALES

Outdoor Advertising Regulations by Government Notice No 245 of 7 August 2008

APPLICATION FORM FOR CLASS 12

IMPORTANT NOTICE: Please complete form carefully, using BLOCK LETTERS and BLACK INK. See attached Criteria/Conditions for Class 12. Read carefully and initial confirming having read, understood and agreed to criteria. Thank you!

Name of Applicant: .....

Identity or Passport Number (please attach copy): .....

Postal Address: .....

.....

Mobile No: .....

Name of Company: .....

Company Registration Number: .....

Email Address: .....

Telephone No: (w) .....

Fax No: (w) .....

License Period: Start Date: ..... Expiry Date: .....

Signature: .....

Application Date: .....

The following documents should be attached to the application form:

- Application Form duly completed
- Identity Document of Applicant
- Company Registration Documents from BIPA
- City of Windhoek Fitness Certificate

CRITERIA FOR OUTDOOR ADVERTISING AUCTION SALES

The following conditions must be adhered to by Auctioneers:

1. This class consists of signs announcing the sale of goods or livestock on land or on premises not normally used for commercial purposes. It may include auction sales of furniture and other household goods on residential premises or an auction of livestock or game on a farm.

2. This class will be allowed in all areas of control.

3. The size and height of signs allowed in this class, are as follows:

Size:	Maximum or Partial Control:	$2m^2$
	Minimum Control:	$2.8m^2$
	Height: Maximum height:	3m

4. The position and spacing requirements for this class of signs are as follows:
   a. Not on road reserve or road reserve boundary.
   b. Maximum of one sign per sale facing a road.
   c. Only on premises / property or attached to boundary fence of property.
   d. May be displayed 14 days prior to the event and should be taken down within 3 days after the event.

5. These signs may not be illuminated or animated.

6. General requirements, as stated in Section 5.3 of the Policy on Outdoor Advertising, apply.

7. No limitations to the colour and texture of signs.

Source: Policy on Outdoor Advertising Control: Annexure A, 2007

This form should be submitted to:

City of Windhoek
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Department of Economic Development and Community Services
The Manager: Economic Development
Economic Development Division
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