



## Checklist

### Application for consent to display an advertisement

Please use this checklist to ensure that you have supplied all the information required to validate your application. **Two copies** of all documents are required, unless stated otherwise or submitted electronically.

<b>Site Address</b>	
<b>National requirements (documents always required)</b>	<b>Included ✓</b>
<b>Completed and dated application form</b>	
<b>Application fee</b> (where applicable)	
<b>Site location plan</b>	
<b>Other plans/drawings/information necessary to describe the subject of the application</b>	

You may also need to provide one or more of the documents listed below. Please indicate in the 'required' column if your proposed development falls within one or more of the criteria listed. The information/document(s) are required to accompany applications **before** they are validated.

For more information about any of the documents or explanation of the criteria, please refer to our Validation Requirements for Planning Applications document or contact Planning Services.

<b>Local requirements (where applicable)</b>	<b>Required ✓ or N/A</b>
<b>Lighting Assessment</b> <ul style="list-style-type: none"> <li>• Required for proposals where external lighting would be provided or made necessary by the development, with the exception of street lighting.</li> <li>• Applications for illuminated advertisements</li> </ul>	
<b>Photographs and Photomontages</b> <ul style="list-style-type: none"> <li>• Required for all advertisement applications</li> </ul>	

<b>Supporting information</b>	<b>Required ✓ or N/A</b>
<b>Other Documents</b> Please use this space to list any other documents you are providing in support of your application.	

It is possible that, once an application has been validated, further information may have to be submitted in order for the application to be determined favourably. The list set out here, therefore, does not limit the council's ability to request additional information in the event that further issues arise during the determination period, for example, as a result of consultation responses or following a site visit by council officers.

**If you need advice on any of these points, please contact us on 0117 922 3000 or email [development.management@bristol.gov.uk](mailto:development.management@bristol.gov.uk)**