**VicRoads Conditions for Use of Community Event Signs on Event Posts**

VicRoads would have no objections to the event signs being erected on the existing approved event posts provided the following conditions are met:

* The sign design must be submitted to Council for approval prior to installation;
* The sign must be no larger than 1.5 m2 (1.5 m [w] x 1.0 m [h]) and professionally made of solid non-reflective materials and have the corners of the sign suitably rounded;
* Information permitted on sign: Event name, date, location
* The sign must have a maximum of four lines of information, with 15 letters maximum per line. Only one community group logo is permitted per sign;
* The sign may be placed two weeks prior to the event and, must be removed within two days of completion of the event;
* The sign must be fastened securely to cover the top of the posts, and if clamps are used; split clamps are recommended. Self-tapping screws (tech screws) must not be used to fix the sign directly to the posts. No brackets or fastening material is to remain on the posts following the signs’ removal;
* The sign must be covered by a public risk liability insurance to a minimum of $10 million indemnifying VicRoads and Council from any liabilities should the signs presence or dislocation cause accident or injury;
* Only one sign is permitted to be erected on each of the approaches to a town;
* Community groups are permitted to promote one event per year (any additional events within the same calendar year must be by special agreement with Council);
* Only community groups located within Macedon Ranges Shire are permitted to promote their events on these posts.
* Groups that do not comply with the above conditions will have their signs removed by Council.

**Note:** Other community groups may wish to promote their event at a site. If there is a sign erected at a site, no additional signs are permitted to be installed on those posts. Please move on to the next set of approved posts and erect your sign there.

**Example of Community Event post installation:**



**Sign Requirements:**

* Sign size requirements i.e. no larger than 1.5 m2.
* Four lines max of information per sign.
* 15 letters max per line
* Information permitted on sign: Event name, date, location
* Use a font that is easily read (e.g. Arial), no script, old English or narrow fonts permitted.
* Only one community group logo is permitted per sign. Sponsors logos may appear on the back of the sign.
* Signs to be covered by a public liability insurance policy.
* Signs may be placed two weeks prior to the event and removed within two days of completion of the event.
* Clamps to be used to fix sign to posts, no tech screws.
* Sign to be installed to cover the top of the posts
* Only one sign on the posts, per site.
* One event per community group, per year

**Example of good sign design:**

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Flower Show

10, 11 March 2016

Kyneton

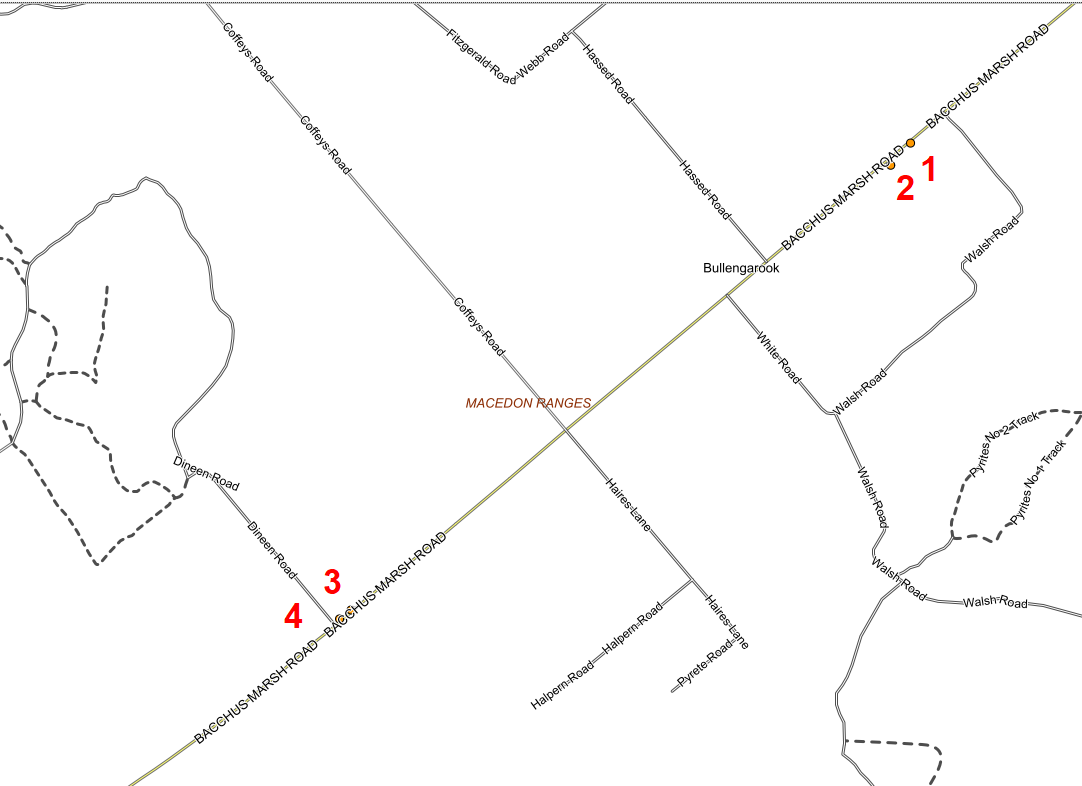
Racecourse

**1000 mm**

**1500 mm**

**Example of bad sign design**

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| --- | --- |
| **Sign Design – Non Compliant** | **Comments** |
|  | Sign cluttered with information. Keep signs simple.  Road users only have **2 seconds** max to absorb the information. This sign is a potential traffic hazard. |
| **Sign Design – Compliant**    8 – 9 June 2013  Bendigo Central  Lyttleton Tce  Chrysler Car Show |  |

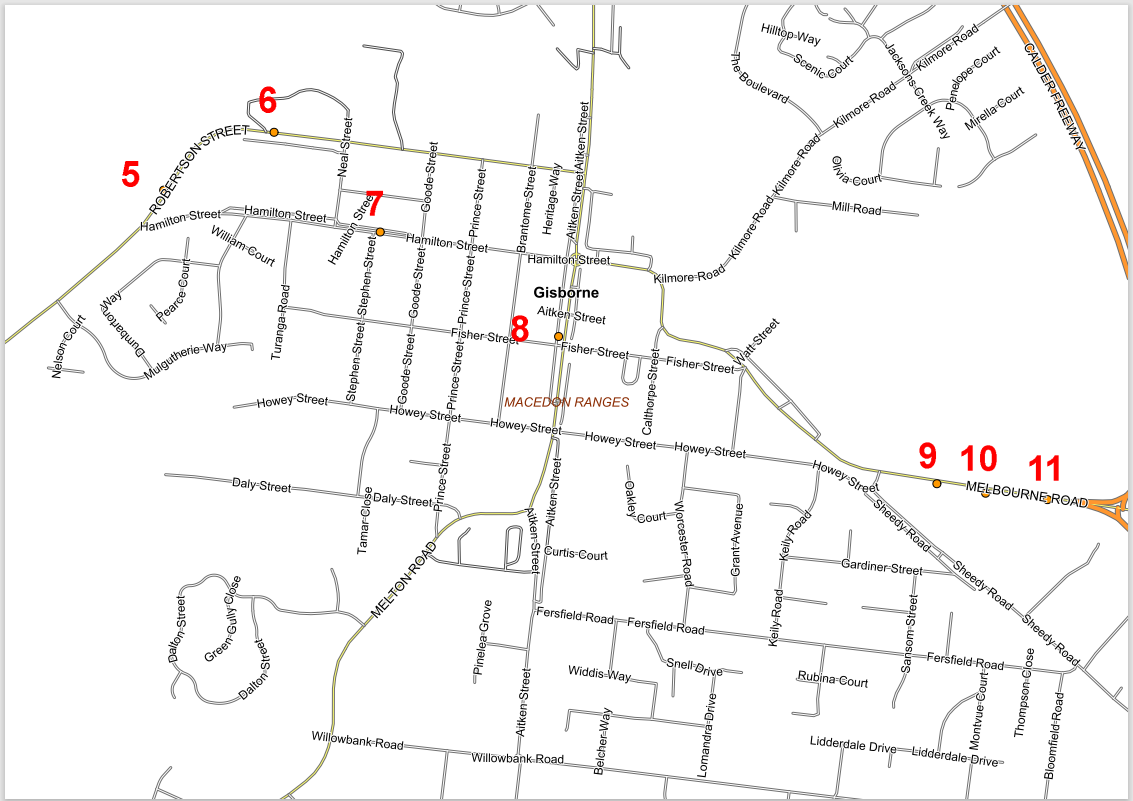


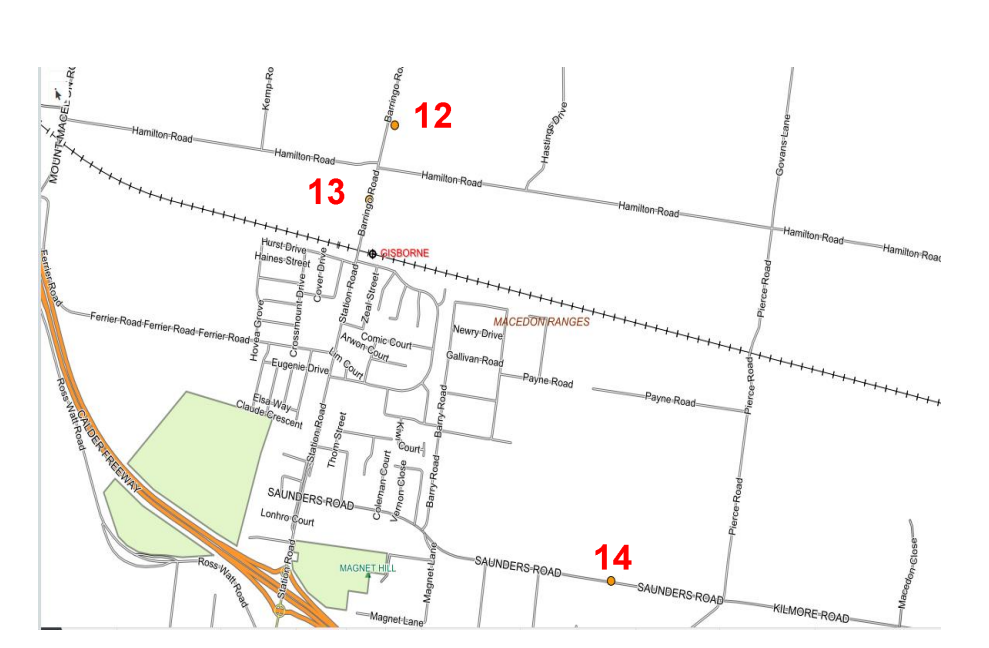
**BULLENGAROOK**

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| --- | --- | --- |
| **Sign Number** | **Road** | **Location Description** |
| 1 | Bacchus Marsh Gisborne Road | 145m west of Walsh Road, west bound carriageway |
| 2 | Bacchus Marsh Gisborne Road | 250m west of Walsh Road, west bound carriageway |
| 3 | Bacchus Marsh Gisborne Road | 30m east of Dineen Road, east bound carriageway |
| 4 | Bacchus Marsh Gisborne Road | 90m east of Dineen Road, east bound carriageway |

**GISBORNE**

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| --- | --- | --- |
| **Sign Number** | **Road** | **Location Description** |
| 5 | Robertson Street | 110m north of Hamilton Street, north bound carriageway |
| 6 | Robertson Street | 190m west of Neal Street roundabout, east bound |
| 7 | Hamilton Street | 20m east of Stephen Street, eastbound carriageway |
| 8 | Aitken Street | 30m north of Fisher Street, north bound carriageway |
| 9 | Gisborne Melbourne Road | 120m east of Howey Street, westbound carriageway |
| 10 | Gisborne Melbourne Road | 290m east of Howey Street, west bound carriageway |
| 11 | Gisborne Melbourne Road | 460m east of Howey Street, west bound carriageway |



**NEW GISBORNE**

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| **Sign Number** | **Road** | **Location Description** |
| 12 | Barringo Road | 225m north of Hamilton Road, south bound carriageway |
| 13 | Barringo Road | 303m north of Hurst Drive, north bound carriageway |
| 14 | Saunders Road | 584m east of Pierce Road, west bound carriageway |

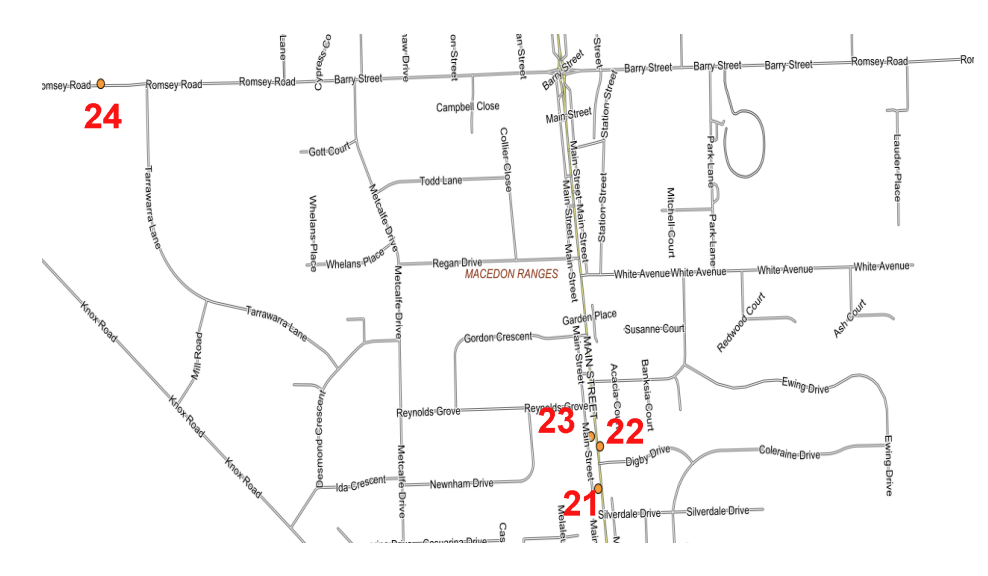
**RIDDELLS CREEK**



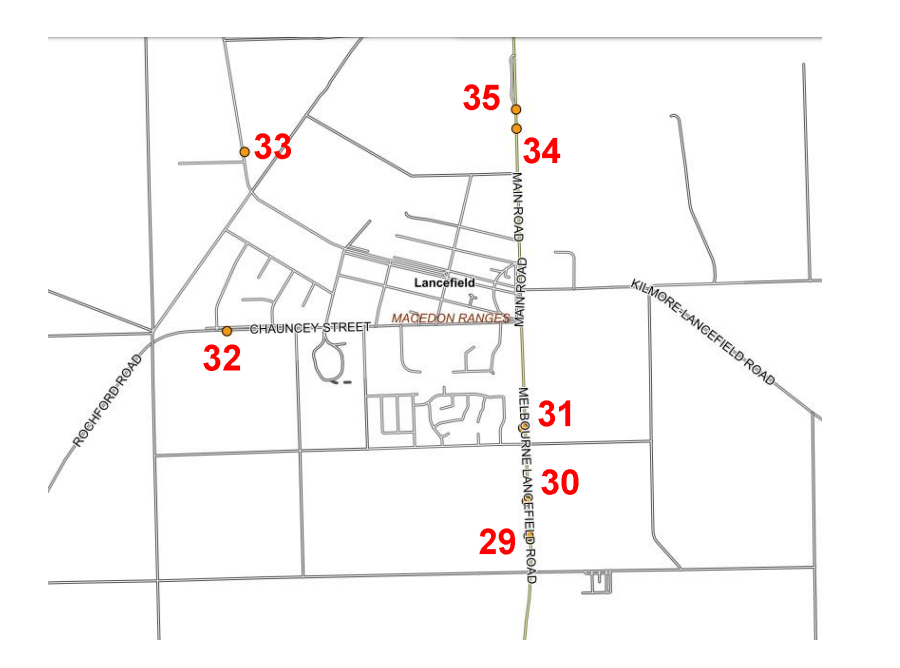
|  |  |  |
| --- | --- | --- |
| **Sign Number** | **Road** | **Location Description** |
| 15 | Main Road | 30m north of Sutton St, north bound carriageway |
| 16 | Main Road | 150m north of Gap Road, north bound carriageway |
| 17 | Main Road | 215m south of Amess Road, south bound carriageway |
| 18 | Main Road | 130m north of Edwards Road, north bound carriageway |
| 19 | Main Road | 30m north of Amess Road, South bound carriageway |
| 20 | Main Road | 80m north of Amess Road, south bound carriageway |

**ROMSEY**





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| **Sign Number** | **Road** | **Location Description** |
| 21 | Main Street | 70m south of Digby Drive, north bound carriageway |
| 22 | Main Street | 45m north of Digby Drive, south bound carriageway |
| 23 | Main Street | 80m south of Reynolds Grove, north bound carriageway |
| 24 | Romsey Road | 170m west of Tarrawarra Lane, east bound carriageway |
| 25 | Main Street | 50m north of Murphy Street, north bound carriageway |
| 26 | Main Street | 65m south of Old Farm Road, north bound carriageway |
| 27 | Main Street | 440m south of Barnes Lane, south bound carriageway |
| 28 | Main Street | 360m south of Barnes Lane, south bound carriageway |

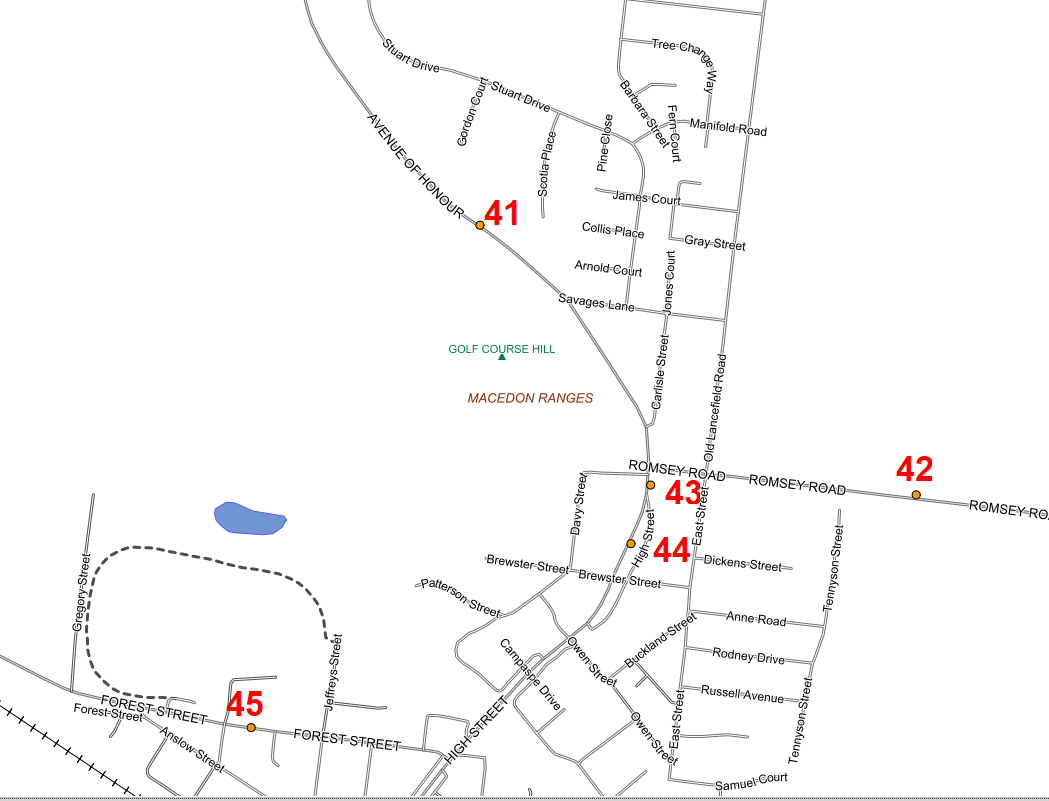


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| **Sign Number** | **Road** | **Location Description** |
| 29 | Melbourne Lancefield Road | 500m south of Beckermans Lane, north bound c/way |
| 30 | Melbourne Lancefield Road | 310m south of Beckermans Lane, north bound c/way |
| 31 | Main Road | 90m north of Beckermans Lane, north bound c/way |
| 32 | Chauncey Street | 55m east of Rose Blvd, west bound carriageway |
| 33 | Three Chain Road | 220m north of cnr High Str & McMasters Ln, south bound |
| 34 | Melbourne Lancefield Road | 245m north of Showlers Lane, south bound c/way |
| 35 | Melbourne Lancefield Road | 350m north of Showlers Lane, south bound c/way |

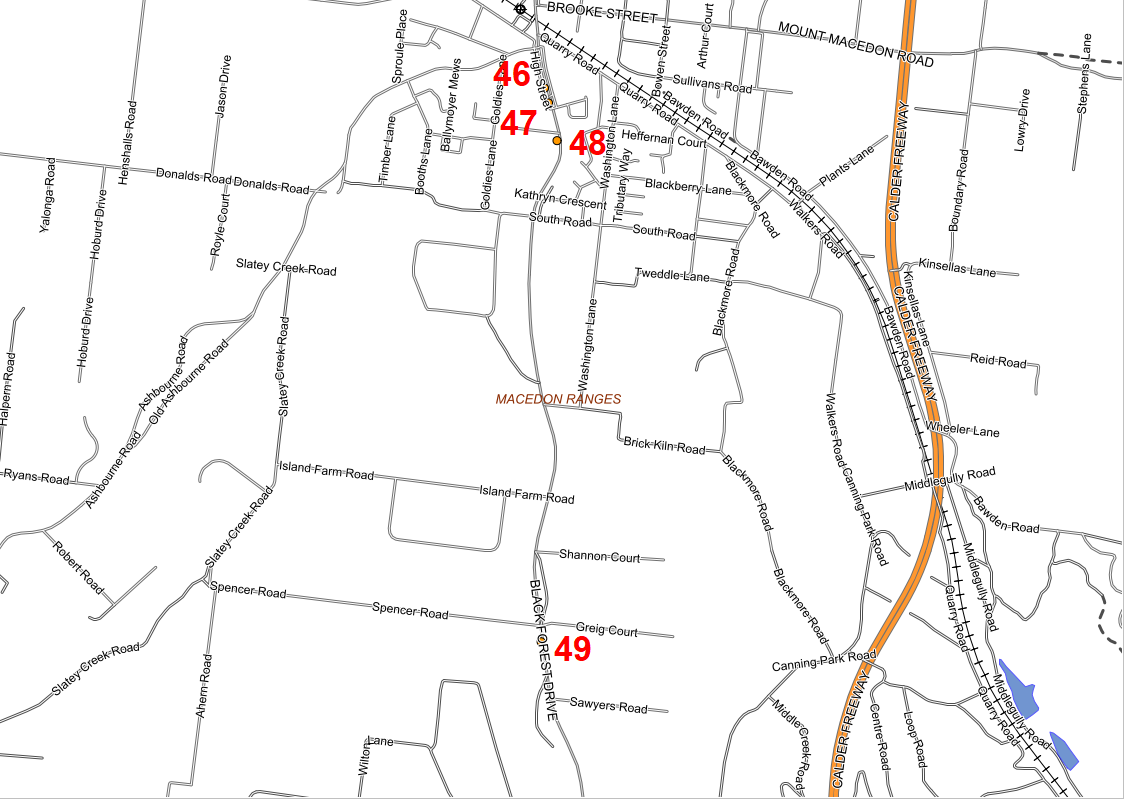




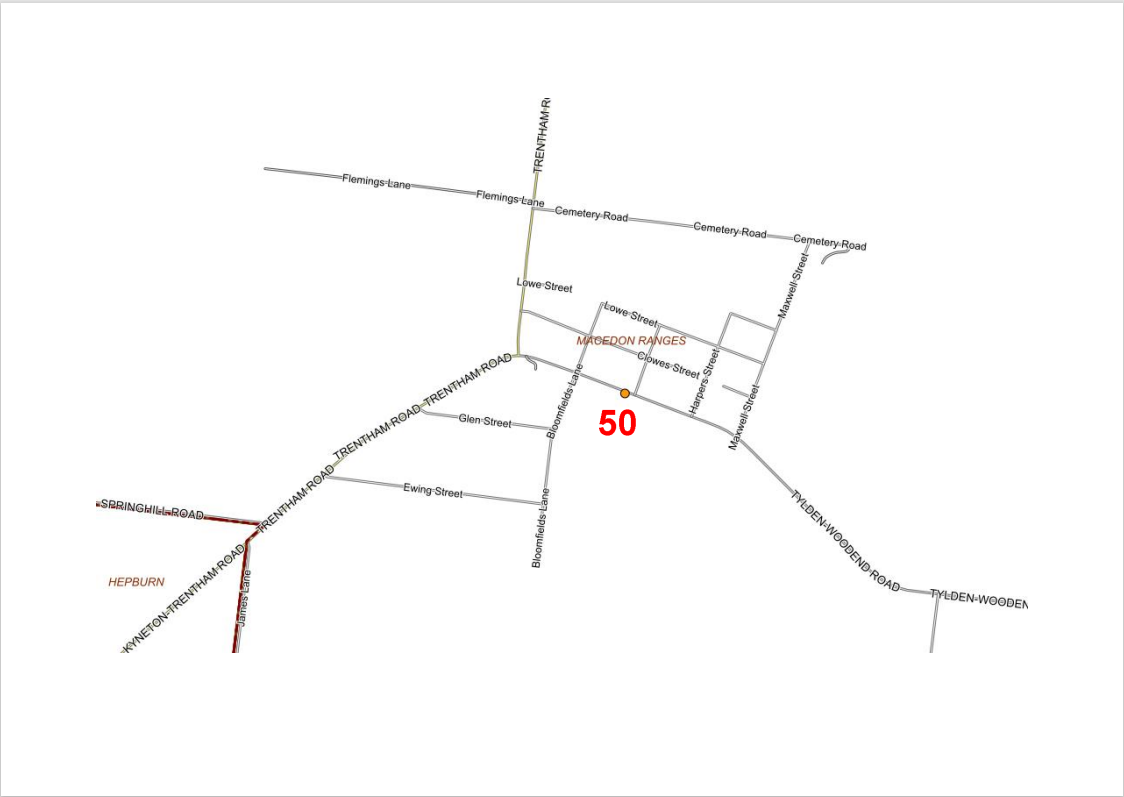
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| **Sign Number** | **Road** | **Location Description** |
| 36 | Mount Macedon Road | 200m north of McBean Avenue, north bound carriageway |
| 37 | Mount Macedon Road | 650m north of McBean Avenue, north bound carriageway |
| 38 | Mount Macedon Road | 280m north of Childers Road, south bound carriageway |
| 39 | Mount Macedon Road | 90m south of Mandrina Way, south bound carriageway |
| 40 | Nursery Road | 77m west of Greene Street, east bound carriageway |



**WOODEND**



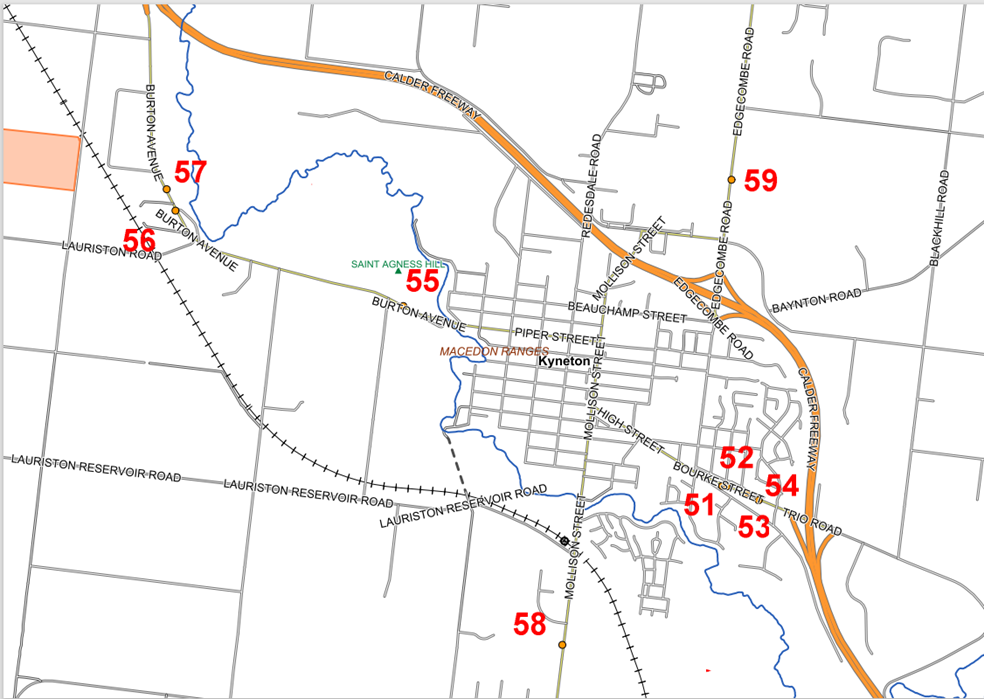
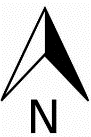
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| **Sign Number** | **Road** | **Location Description** |
| 41 | Avenue of Honor | 320m north of Savages Lane, south bound carriageway |
| 42 | Romsey Road | 546m east of Old Lancefield Road, east bound carriageway |
| 43 | High Street | 50m south of Romsey Road (C324), south bound c/way |
| 44 | High Street | Opposite 155 High Street Woodend, south bound c/way |
| 45 | Forest Street | 520m west of High St Woodend (C792), east bound c/way |
| 46 | High Street | 200m south of Ashbourne Road, north bound carriageway |
| 47 | High Street | 40m south of 39 High St (service road), north bound c/way |
| 48 | High Street | 80m south of Coach House Blv, south bound carriageway |
| 49 | Black Forest Drive | 82.5m south of Spencer Road, north bound carriageway |



**TYLDEN**

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| **Sign Number** | **Road** | **Location Description** |
| 50 | Tylden Woodend Road | 35m west of Macbain Street, west bound carriageway |

**KYNETON**



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| **Sign Number** | **Road** | **Location Description** |
| 51 | Bourke Street | 130m east of High Street, west bound carriageway |
| 52 | Bourke Street | 160m east of High Street, east bound carriageway |
| 53 | Bourke Street | 241m west of Caroline Chisholm Drive, east bound c/way |
| 54 | Bourke Street | 140m west of Wills Street, west bound carriageway |
| 55 | Burton Avenue | 120m east of Flynns Lane, west bound carriageway |
| 56 | Burton Avenue | 120m north of Hoadleys Lane, south bound carriageway |
| 57 | Burton Avenue | 60m south of Hoadleys Lane, north bound carriageway |
| 58 | Trentham Road | 180m south of Hill Drive, north bound carriageway |
| 59 | Edgecombe Road | 450m north of Saleyards Road, south bound carriageway |



**MALMSBURY**

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| **Sign Number** | **Road** | **Location Description** |
| 60 | Malmsbury-Elphinstone Road (C794) | 175m east of Ross Street, west bound carriageway |
| 61 | Malmsbury-Elphinstone Road (C794) | 95m west of Ross Street, west bound carriageway |
| 62 | Malmsbury-Elphinstone Road (C794) | 80m east of Daylesford-Malmsbury Road (C316), east bound carriageway. (Install 1m west of tree) |