

TECHNICAL REQUIREMENTS FOR
TEMPORARY DIRECTIONAL SIGNS WITHIN PUBLIC STREET

Submission of application

1. An applicant is required to submit the following details in his application for the Land Transport Authority's ("LTA's") written permission to display temporary directional signs ("signs") within any public street:
 - 1.1. Location plan showing exact location of all signs, including the nearest lamp-post numbers
 - 1.2. Cross-sectional plan/ sketch of each sign's exact location, in relation to the existing carriageway, kerb, grass verge and footpath on site
 - 1.3. Actual on-site photograph of each proposed sign with the sign superimposed on the photograph (to include the date and time stamp on the photographs)
 - 1.4. The coloured words and graphics to be printed at the **front** of the sign. The **back** face of the sign should be blank for display of the LTA required details upon approval. Only single-sided signs are allowed.
 - 1.5. Authorisation letter from the Developer
 - 1.6. Approval letter from the Street and Building Names Board
 - 1.7. Approval letter for Temporary Occupation Permit ("TOP") date
2. For new applications, the submission shall be made at least **14 working days** in advance for approval, provided it adheres to the technical requirements.
 - 2.1 To upload actual site photographs to LTA.Prompt within **5 working days** of installation.
3. For applications of renewal of approval, the application shall be submitted at least **7 working days** before the expiry of the current written permission for approval, provided it adheres to the technical requirements.
4. The applicant shall obtain approval from other relevant government agencies where required. For example, signs on planting areas must be approved by the National Parks Board (NParks).
5. A maximum of **6 numbers** of signs are allowed for each application.
6. Upon approval by LTA, an applicant shall **strictly comply** with these technical requirements and the Street Works Act and Street Works (Advertisements on Road Structures, Road Related Facilities and Public Streets) Regulations.

Period of Display

7. Unless LTA otherwise approves in writing:
 - 7.1. You are encouraged to adopt the use of Aluminium materials, which are known for their strength and rigidity, and they do not get damaged easily when displayed in inclement weather. For the above reasons, signs comprising aluminium materials are allowed to be displayed for a minimum period of **1 (one) month** up to a maximum period of **12 (twelve) months** per application. The maximum period is twice as long compared to using wooden materials.
 - 7.2. Signs comprising wooden materials are allowed to be displayed for a minimum period of **1 (one) month** up to a maximum period of **6 (six) months** per application.
8. Notwithstanding the periods of display indicated in paragraph 7 above, an applicant shall only be allowed to display any signs for a maximum period of up to **6 (six) months** from the date of the TOP/ expected TOP, as indicated in his application.

Content of Signs

9. The contents of all signs are subject to the approval of LTA.
10. An applicant shall ensure that:
 - 10.1. The display on the signs only show the directional arrow and the name of the development in simple font type.
 - 10.2. The background of the display is plain and in a single colour only. Red, Orange, Yellow, Amber colours are not allowed as these are similar to those used for “Roadwork”, “Caution” signages.
 - 10.3. The signs do not contain any graphics, borders and special font types.
 - 10.4. The signs incorporating details of LTA’s approval reference, expiry date and the number of signs approved, are to be printed and remain clearly visible throughout the period of display. These details are to be shown at the back of the signs in black letters on white background (font type: Times New Roman, font size: 50).

Placement of Signs

11. An applicant shall ensure that:
 - 11.1. No signs are placed/ displayed along expressways, including their entrances and exits.
 - 11.2. No signs are placed/ displayed in the vicinity of prominent and important premises, for example, Istana, Parliament House and City Hall.
 - 11.3. The signs are displayed at least **30 metres** from road junctions.

11.4. The height from the top of each sign to the ground level should not be more than **1.2 metres**.

11.5. The signs are at least **0.6 metres** away from road kerbs.

11.6. The signs do not obstruct any existing traffic signals and signs within roads

11.7. The signs do not obstruct the passage of pedestrians or block the view of motorists.

Securing of Signs

12. An applicant shall ensure that the signs are not tied/ secured to street furniture such as railings, lamp-posts and road signposts.

Maintenance of Signs

13. An applicant shall ensure that the signs are properly maintained and in good condition at all times.

Important Matters

14. An applicant shall ensure that the signs are removed within **3 (three) days** of the expiry date. Failing to do so may render such signs being regarded as illegal advertisements and subject to removal by LTA, and all removal and reinstatement costs incurred may be recovered from the applicant. In addition, the applicant will be liable to enforcement action taken by LTA against him under the Street Works Act and the Street Works (Advertisements on Road Structures, Road Related Facilities and Public Streets) Regulations.

15. An applicant who displays, allows or causes the display of any additional/ unapproved signs will be liable to enforcement action taken by LTA against him in respect of such illegal advertisements under the Street Works Act and the Street Works (Advertisements on Road Structures, Road Related Facilities and Public Streets) Regulations.

16. LTA reserves the right to require an applicant to remove or relocate any signs, at any time and without any compensation.

17. The applicant is reminded of his undertaking (made in his application) to indemnify LTA against all proceedings, actions, claims, costs, expenses and demands whatsoever and howsoever arising out of or in connection with any damage to any property/ surrounding properties or injury to person(s), whether fatal or otherwise, in respect of the display of the signs.

18. For the purpose of processing an application, the applicant is required to make payment to LTA using one of the following modes:

18.1. Credit Card (Visa or Mastercard)

18.2. eNets Debit

18.3.GooglePay

18.4.ApplePay

18.5.SGQR PayNow

18.6.PayPal

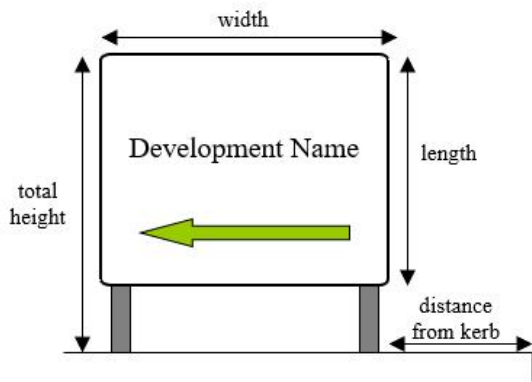
The acceptance of payment **does not** constitute an approval of the application. In the event an application is approved by LTA, LTA will grant a written approval/ permission to the applicant.

19. If you have any queries, please contact Commuter Facilities Management at LTA_Licensing_TDS_VBanner@lta.gov.sg.

Sign 1 of 6

Road name: _____

Nearest lamp-post number: _____



Indicate type of material to be used (including supports posts):

*Fully Wooden / *Fully Aluminium



Road Name

Nearest lamp-post number

Sign 1	_____	_____
Sign 2	_____	_____
Sign 3	_____	_____
Sign 4	_____	_____
Sign 5	_____	_____
Sign 6	_____	_____

- a. Maximum 6 signs.
- b. Maximum size : 1 square metre.
- c. Maximum height from ground : 1.2 metres.
- d. Edge of signboard must be at least 0.6 metres from road-kerb.
- e. Plain background with single colour only.
- f. Colours similar to “Roadwork” signs (i.e. red, orange, yellow, amber) are not allowed.
- g. Only development name & directional arrow are allowed.
- h. Graphics, borders & other wordings (e.g. road name, showflat, sales gallery, etc.) are not allowed.
- i. Please ensure that the bracing support for the sign (diagonal support) to be painted in yellow and black for distinct awareness to mitigate any tripping hazard.

