



APPLICATION FOR APPROVAL TO INSTALL SEASONAL DECORATIONS ON OR ABOVE THE PUBLIC HIGHWAY (UNDER SECTION 178 OF THE HIGHWAY ACT 1980)

I certify that I have read and understand the requirements of the County Surveyors Society "Code of Practice for the Installation, Operation and Removal of Seasonal Decorations" and I am prepared to comply fully with these requirements.

We enclose the following:

- Photocopy of certificate of insurance indemnifying the Highway Authority.
- Schedule of Decorative Lighting (SD2): Precise details of street lighting column/property locations to be used for decorations and details of loads to be connected etc.
- Plans indicating positions of columns, details of overhead cable routes, fixing points, isolation points, and circuit protection details etc.
- Appropriate structural engineer's reports and calculations/anchorage and catenary register.
- Photocopy of energy agreements between Operator and Distribution Network Operator (DNO).
- Highways Act 1980, Section 178 Licence (SD3); Appropriate section signed by operator (to be completed and returned to operator by OCC)

Immediately after installation is connected we will provide:

- Copy of electrical test form "Minor Electrical Installation works Certificate for Seasonal Decorations"

Period for which decorations will be in operation:

Commence installation: _____ Switch on date: _____
 Switch off date: _____ Completion of Removal Date: _____

Hours of Operation: On: _____ Off: _____

Out of hours emergency contact details: Name: _____

Tel: _____ Mobile: _____

We confirm that the connection to and disconnection from the DNO service cut out will only be carried out by the appropriate DNO.

Name & Address of Contractor _____ _____ _____	
Signed on behalf of Contractor _____	Date _____
Name & Address of Operator _____ _____ _____	
Signed on behalf of Operator _____	Date _____