



Application for Roundabout Sponsorship

1	Address of Roundabout you wish to sponsor:							
2	Number of signs required:							
3	Preferred location of sign (if appropriate)							
4	Name of Applicant:							
5	Business Address:							
6	Home/Correspondence Address (if different):							
7	Home Phone No:							
8	Work Phone No:							
9	Mobile Phone No:							
10	E-Mail Address: (Please note: Invoices may be issued electronically to the email address given)							
11	Preferred method of contact: (please <input type="checkbox"/> box as appropriate)	<table border="1"> <tr> <td>Email</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Telephone</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Letter</td> <td><input type="checkbox"/></td> </tr> </table>	Email	<input type="checkbox"/>	Telephone	<input type="checkbox"/>	Letter	<input type="checkbox"/>
Email	<input type="checkbox"/>							
Telephone	<input type="checkbox"/>							
Letter	<input type="checkbox"/>							

12	Name of proposed sponsor if different from applicant:	
13	Address:	
14	Contact Phone No:	
15	E-mail Address: (Please note: Invoices may be issued electronically to the email address given)	

16	Status of business (please ✓ box as appropriate)	Limited Company or PLC (Please answer questions 17 to 18)	
		Firm or Partnership (Please answer questions 19 to 26)	
		Sole Trader	

Please provide further details for a Limited Company or PLC incorporated under the Companies Act:

17	Registered Number	
18	Registered Office	

Please provide further details for a Firm or Partnership:

19	Name of Firm or Partnership	
20	Place of Business	
21	Name of Partner (#1)	
22	Home address of Partner #1	
23	Name of Partner (#2)	
24	Home address of Partner #2	
25	Name of Partner (#3)	
26	Home address of Partner #3	

If there are further partners please provide names and addresses on a separate sheet of paper

27	Nature of Activity to be advertised	
28	Where did you hear of the sponsorshipscheme?	

Name (block capitals):

Position:

Signature:	Date:
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Declarations:

1. I/we understand that in applying to sponsor a roundabout that I/we agree to the council either obtaining a financial reference in respect of the bank or building society account detailed above; and/or obtaining a credit reference agency search relating to the proposed sponsor(s) details given above.
2. I/we understand that any of the information obtained in connection with this application maybe shared with other service areas within West Lothian Council and that in signing this application form I/we give our consent for these purposes.
3. West Lothian Council is committed to the prevention and detection of crime. Any information you provide on this application form may be shared with the Police Service of Scotland for the purposes of the prevention or detection of crime, in accordance with the provisions of the Data Protection Act 1998, section 29.
4. I/we understand that completion of this form does not guarantee that I/we will be offered a sponsorship of the above property but that the council will have absolute discretion in this decision.
5. I/we agree that if the lease of this property is offered to me/us then I/we will be required to complete in full a direct debit mandate in respect of the monthly charge payable in respect of the property.
6. I/we hereby declare that the information given on this application form is correct in every respect. I/we understand that if any of the foregoing information is subsequently discovered to be false then this may lead to termination of any lease agreement which has been entered into on the basis of the information supplied and may prejudice any subsequent dealings which I/we have with the council in respect of any commercial or industrial property.
7. I/we declare that I/we :-
 - Are not subject to a Debt Arrangement Scheme; an undischarged bankruptcy/sequestration; any insolvency proceedings (such as bankruptcy, sequestration, liquidation, receivership or administration); any court orders relating to financial obligations; or an application for any of the foregoing.
 - Are not insolvent or apparently insolvent; in liquidation, receivership or administration.
 - Have not been wound up, dissolved or struck off; or signed any trust deed for or with creditors


Tel: 01506 281836

E-mail: propertymanagement@westlothian.gov.uk

Equality Monitoring Questionnaire – Roundabout sponsor

Property Management and Development is keen to ensure that it operates fairly, and without discrimination, in the letting of commercial property under its management. By completing and returning this form with your application you will help us to ensure that this is the case. The information you provide will be used solely for this purpose and not used to allocate property. [NB Where a lease is to be taken by a company, this form should be completed by the principal contact.] Thank you for your co-operation.

Name	
Property applied for	

Please  boxes below as appropriate

GENDER Male Female

AGE Under 30 31 to 50 Over 50

ETHNIC ORIGIN

A. White

Scottish Other British Irish Other white background

B. Mixed

Any Mixed background:

C. Asian, Asian Scottish, or other Asian British

Indian Pakistani Bangladeshi Chinese

Other Asian background

D. Black, Black Scottish, or other Black British

Caribbean African Other black background

E. Other ethnic background

Any other ethnic background:

DISABILITY

Do you have any long term illness, health problem or disability which limits your activities?

[NB If your only impairment is that you are either short or long-sighted and this is corrected by wearing glasses or contact lenses please answer NO]

YES NO

Do you have any suggestions about how we can improve our service?

Please complete the attached Equality Consent slip and return it with your questionnaire.

Equality Monitoring Consent Form – Prospective tenant

Under the terms of the Data Protection Act 1998 the council is required to obtain your informed consent to the information provided by you on the Equality Monitoring form to be recorded, stored and processed for monitoring purposes.

Please confirm your consent to the information you have provided concerning your Ethnic Origin and Disability Status to be used for the purposes of monitoring Equal Opportunities.

Name (block capitals):	
Property applied for:	
Signature:	Date:

هذه المعلومات متوفرة بلغة بريل وعلى شريط وبخط كبير وبلغات الجالية.
الرجاء الإتصال بخدمة الترجمة على الهاتف 01506 280000

এই তথ্য আপনি ব্রইল, টেক্স, বড় অক্ষর এবং কমিউনিটির বিভিন্ন ভাষায় লিখিতভাবে পাবেন। অনুগ্রহ করে ইম্প্রুভমেন্টস অ্যান্ড ট্রান্সলেশন অর্ডিন্যান্স সঙ্গে যোগাযোগ করুন। টেলি: 01506 280000

這份資料是可以凸字、錄音帶、大字印刷及社區語言的式樣提供。請聯絡傳譯及翻譯服務部，電話：01506 280000

Вив інформації (Брейл) доступні на магнітній стрічці, на великому шрифті та на мові національних меншин. Вив інформації на Брейл також доступні за адресою: 01506 280000

یہ معلومات بریل (انٹرمیڈیٹ کے زمرے میں)، ٹیپ، بڑے حروف کی شہادت اور دیگر زبانوں میں دستیاب ہیں۔
براہ مہربانی اگرچہ وقتاً ایڈز سروسنگ سروس سے جانکاری لیں۔ 01506 280000 پر ایف ڈی کال کریں۔

Informacje te mogą być przekazane na język Braille'a, dostępne na taśmie magnetofonowej lub wydane dużym drukiem oraz przetłumaczone na języki mniejszości narodowych.
Prosimy o kontakt z Usługami Tłumaczeniowymi pod numerem 01506 280000

Information is available in braille, tape, large print and community languages. Contact the interpretation and translation service on 01506 280000.

Text phones offer the opportunity for people with a hearing impairment to access the council. The text phone number is 18001 01506 464427. A loop system is also available in all offices.

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