



Business Centre G.2 Waverley Court 4 East Market Street Edinburgh EH8 8BG Tel: 0131 529 3550 Email: planning@edinburgh.gov.uk

Applications cannot be validated until all the necessary documentation has been submitted and the required fee has been paid.

Thank you for completing this application form:

ONLINE REFERENCE 100722597-001

The online reference is the unique reference for your online form only. The Planning Authority will allocate an Application Number when your form is validated. Please quote this reference if you need to contact the planning Authority about this application.

Description of Proposed Advertisement(s)

Please describe the proposal: (You must select at least one) *

- ☐ Fascia sign ☐ Box sign ☐ Canopy ☐ Projecting sign
☒ Hoarding ☐ Flag ☐ Advance sign ☐ Other

How many advertisement signs are you seeking consent for? *

2

Will the advertisement(s) be illuminated or non-illuminated? *

non-illuminated

Please describe the type and colour of illumination to match the details on your plans. (e.g. by external white floodlights, internal blue lighting etc): * (Max 500 characters)

Please describe the dimensions of the advert, materials used for its construction and the methods to be used for fixing it to the building: * (Max 500 characters)

Please refer to supporting Cover Letter.

Will any of the proposed advertisement(s) project over a footway or public road? *

☐ Yes ☒ No

Is this a renewal of a previous consent: *

☐ Yes ☒ No ☐ Dont Know

Site Address Details

Planning Authority:

City of Edinburgh Council

Full postal address of the site (including postcode where available):

Address 1:

9 HAYMARKET TERRACE

Address 2:

Address 3:

Address 4:

Address 5:

Town/City/Settlement:

NEW TOWN

Post Code:

EDINBURGH

Please identify/describe the location of the site or sites

Northing

673165

Easting

323900

Applicant or Agent Details

Are you an applicant or an agent? * (An agent is an architect, consultant or someone else acting on behalf of the applicant in connection with this application)

☐ Applicant ☒ Agent

Agent Details

Please enter Agent details

Company/Organisation:	Montagu Evans		
Ref. Number:		You must enter a Building Name or Number, or both: *	
First Name: *	Katherine	Building Name:	
Last Name: *	Innes	Building Number:	19
Telephone Number: *	07385500340	Address 1 (Street): *	Canning Street
Extension Number:		Address 2:	
Mobile Number:		Town/City: *	Edinburgh
Fax Number:		Country: *	Scotland
		Postcode: *	EH3 8EG
Email Address: *	katherine.innes@montagu-evans.co.uk		
Is the applicant an individual or an organisation/corporate entity? *			
☐ Individual ☒ Organisation/Corporate entity			

Applicant Details

Please enter Applicant details

Title:		You must enter a Building Name or Number, or both: *	
Other Title:		Building Name:	Aviva
First Name: *		Building Number:	
Last Name: *		Address 1 (Street): *	Wellington Row
Company/Organisation	Aviva Life and Pensions UK Ltd	Address 2:	
Telephone Number: *		Town/City: *	York
Extension Number:		Country: *	United Kingdom
Mobile Number:		Postcode: *	YO90 1WR
Fax Number:			
Email Address: *			

Advertisement(s) Period

Please state the period of time for which consent is sought for the advertisement: *

☐ 5 Years ☒ More or less than 5 years

If more or less than 5 Years, please state number of years: *

2

Pre-Application Discussion

Have you discussed your proposal with the planning authority? *

☐ Yes ☒ No

Interest in the Land

Does the applicant own the land or buildings concerned? *

☒ Yes ☐ No

Planning Service Employee/Elected Member Interest

Is the applicant, or the applicant's spouse/partner, either a member of staff within the planning service or an elected member of the planning authority? *

☐ Yes ☒ No

Checklist – Application for Consent to Display an Advertisement

Please complete the following checklist to make sure you have provided all the necessary information in support of your application. Failure to submit all this information may result in your application being deemed invalid. The planning authority will not start processing your application until it is valid.

A Location plan which identifies the land to which the application relates drawn to an Identified scale and showing the direction of north. *

☒ Yes ☐ No

A copy of other plans and drawings or information necessary to describe the proposals. *
(two must be selected)

☒ Site Plan or block plan identifying where advert will be displayed.

☐ Detailed Elevations.

☒ Drawings of signs (including details of illumination).

☐ Cross sections of signs showing relationship to building.

☒ Photomontage.

Owners consent: ☒ Yes ☐ No

You must submit a fee with your application. Your application will not be able to be validated until the appropriate fee has been received by the planning authority.

Declare – Advertisement Consent

I, the applicant/agent certify that this is an application for advertisement consent as described in this form, the accompanying plans, drawings and additional information.

Declaration Name: Miss Katherine Innes

Declaration Date: 12/08/2025

Payment Details

Online payment: 7557682101996379904614;
Payment date: 21/08/2025 10:23:00

Created: 21/08/2025 10:23