

GRAFFITI REMOVAL REQUEST FORM

About this form

Use this form to report graffiti in the City of Ryde or to give approval for Council to remove graffiti from your property. This program was commenced with the assistance of a Grant from the NSW Attorney General's Department (Crime Prevention Division).

Council Contact Details

Customer Service Centre 1 Pope Street, Ryde NSW
Post Locked Bag 2069, North Ryde NSW 1670
Email cityofryde@ryde.nsw.gov.au
Phone (02) 9952 8222

PART 1 : APPLICANT DETAILS The applicant is the person lodging the form and the only person the City will communicate with.

Company / Organisation <i>If applicable</i>					
Title*	Mr	Mrs	Ms	Miss	Other
Given Name*				Family Name*	
Preferred contact	Mobile	Phone	Email		
Mobile				Phone	
Email*					

PART 2 : LOCATION OF THE GRAFFITI

Type of building*	House	Town House	Unit	Business	Warehouse
Property Address*					
Suburb*				Postcode*	
Nearest Cross Street*					

PART 3 : DESCRIPTION OF THE GRAFFITI

Type of graffiti?	Does the graffiti contain offensive language?	Priority	Graffiti medium
Tag		Low	Spray Paint
Graffiti	Yes	Medium	Marker
	No	Urgent	Other <i>please specify:</i>
Surface			
Brick wall	Concrete block	Furniture	Guard rail
Bus shelter	Timber fence	Garbage bin	Light pole
Colourbond	Fibro	Glass	Other <i>please specify:</i>
Concrete			
Comments			

PART 4 : DECLARATION

Type of request*	Reporting graffiti, OR	Providing approval for Council to remove graffiti from my property <i>Please note: all owners of the property must sign</i>
I/We understand that this work is to be carried out at the City's cost for the duration of the Graffiti Blaster Programme, and due care will be exercised by the City in the removal of the graffiti. I/We understand that there is some risk of damage to the surface in the removal of the graffiti, and having read the procedure for removal in PART 5, absolve the City of Ryde of responsibility for such damage.		
Signature(s)*	Date*	

Personal information collected from you is held and used by Council under the provisions of the *Privacy and Personal Information Protection Act 1998*. The supply of information is voluntary, however if you cannot provide, or do not wish to provide the information sought, Council may be unable to process your request. Please note that the exchange of information between the public and Council, may be accessed by others and could be made publicly available under the *Government Information Public Access Act 2009 (GIPA Act)*. If you require further information please contact Council's Customer Service Centre on 9952 8222.

PART 5 : OWNER'S CONSENT *Every registered owner of the land must sign this form.*

5.a) Type of owner(s)*	Land owner (Torrens title)	Unit owner (Strata title) <i>Common seal/ stamp required</i>	Legal authority Power of attorney Executor Trustee Body corporate	Council
	Land owner (Company title)			

5.b) Number of owners* **5.c) Consent*** As owner of the land (or legal authority) to which this application relates, I consent to this application. I also consent for authorised City of Ryde officers to enter the land to carry out inspections relating to this application.

Name of owner 1*

Signature*

Date*

Name of owner 2

Signature

Date

Name of all other owners

Signatures

Date

5.d) Legal authority

Without ALL the owner's consent, we will not accept the application. This is a very strict requirement for all applications. If you are signing on the owner's behalf as the owner's legal representative or as a Body Corporate, you must state the nature of your legal authority and attach documentary evidence (eg. Power of attorney, executor, trustee, company director, etc). If the owner is a company, this form must be signed by 2 directors or a director and company secretary and the common seal must be stamped on this form if applicable. If the company has a sole director a separate letter stating sole director status on company letterhead to be provided.

Name(s) of legal
authorities
Position title / and
Company

Signatures

Date

**Company / Strata Stamp or seal
to be affixed if applicable**

PART 6 : PROCEDURES FOR GRAFFITI REMOVAL

1. The appropriate method of removal will be assessed after inspection of the surface type and the nature of the graffiti
2. A small test area will be treated first to determine if the process has adverse effects on the surface.
3. The usual method of removal will be:

Unpainted brickwork or stone: Application of a graffiti remover solvent and wash with high pressure water

Painted brickwork: Trial as for unpainted surface with low pressure wash or paint over in closest available colour match

Concrete paving or blocks: Application of graffiti remover solvent and wash with high pressure water

Timber: Paint over in closest available colour match

Metal fencing: Application of graffiti remover solvent and immediate low pressure water wash.

General Metal surfaces: Application of graffiti remover solvent and wipe off. Water wash.

General Plastic surfaces: Application of graffiti remover solvent and wipe off. Water wash.

Pretreated anti-graffiti surfaces: Application of graffiti remover solvent and low pressure water wash.

4. The use of the high pressure water equipment may cause minor abrasion to the surfaces of soft stonework or certain types of brick and blockwork.

The use of graffiti remover solvents may cause loss of colour and paint peeling to painted or colourbond surfaces
5. The extent of surfaces to be painted over will generally be limited to the area of the graffiti, and will not extend to the total surface of the structure / wall.

Exclusions;

- In accordance with Council's Graffiti Management Strategy, graffiti location on private property may be removed by Council only if visual to the general public, each application is assessed on a case by case basis.
- Graffiti located on private property must be accessible from public land and be at a reasonable height from ground level (graffiti located above private awnings or above 2.4 metres from ground level will not be removed by Council)
- In cases where Council is unable to undertake the work, property owners will be encouraged to undertake the work.