



Borough noticeboards application form

The Council owns 24 public noticeboards around the Borough and is able to display **A5 posters** on request and in line with its acceptable use policy ([link](#))

It is free of charge to display posters for a maximum of one month. Posters are put up once a month. You may send in up to 26 posters (allowing for a couple of spares in case of damage or loss) but it is not possible to request which boards your posters will go up on. Posters will remain on the boards for a maximum of one month.

This form must be completed and submitted to the Council with the posters. Failure to do so will mean the posters will not be displayed. Please make sure you read the guidelines in the policy before producing your posters.

The Council logo and crest/shield can only be used if permission has been given by the Council. Any posters which use the Council logo and/or crest without permission will not be displayed. If you wish to use the logo, please apply in writing to contactus@epsom-ewell.gov.uk

The Council reserves the right to refuse any posters which do not comply with its acceptable use policy. The Council does not endorse any external organisations who wish to use the noticeboards.

Name of Organisation	
Your name	
Your contact details	
Poster description	
Date you would like the poster put up	
Any other information	

Please return this completed form with your posters to: Town Hall Reception, Epsom & Ewell Borough Council, Town Hall, The Parade, Epsom, KT18 5BY