

**Signage Guidelines 8-8 | Revision 0 | October 2010**  
**Temporary FOR SALE and TO LET Signs**

1. This guideline applies to all FOR SALE and TO LET Boards for existing buildings and complexes.



2. One sign per building or complex is permitted. The sign may not be illuminated.
3. The sign is to be 2400 high and 1700 wide and positioned 850mm to the underside above the finished ground level.
4. The sign must be of sound construction, manufactured according to the best practice and may be free standing or attached to the building.
5. The colours are to be in accordance with the Century City Brand Identity where indicated on the sketch.
6. The sign must be maintained in good condition while it remains in place. The artwork is to be refreshed every six months. An application must be submitted for its renewal. It must be removed with one month of final sales or rentals being concluded, or at the request of the CCPOA.
7. The sign is to be laid out in horizontal bands according to the attached sketch and the notes which follow. The sign is to be divided into 4 columns of 450mm width for typographic layout, as follows:

Bands	Sub-band	Height (mm)	Text
Top	1	300	Blank
	2	300	<b>TO LET</b> or <b>FOR SALE</b> or <b>TO LET / FOR SALE</b>
Middle	3	300	
	4	300	Illustration: Suitable photograph or artists drawing of the building or a lifestyle illustration reflecting the qualities of Century City or of the building.
	5	300	
	6	300	
7	300		
Bottom	7	300	Description of the property on offer and the name of the developer. Contact details and company logos of the agent(s) with their contact details and Century City Logo.
	8	300	

10. All Signs must be submitted for approval by the Design Review Committee and the CCPOA.
11. The proposal must comply with the CCPOA requirements for electronic submissions.
12. The property owner is responsible for the sign and its submission and must endorse the proposal.
13. The scrutiny fee must be paid when the proposal is submitted.

**End. This guideline must be read with Chapter 8 of the CCPOA Rules and Regulations**