



Getting started

For assistance filling out this form, please contact the local [TMR Region office](#).

To apply for a welcome sign you must:

- meet all of the relevant criteria and requirements for the type of welcome signage request
- comply with the tourist and service signs
- be responsible for all sign costs, including sign design, manufacture, installation and maintenance (as detailed in the Tourist and Service Signs Guideline).

Please use the [Tourist-and-Service-Signs Guideline](#) for details on eligibility criteria, necessary supporting information and advice on completing this application form.

Please refer to the notes on the selected sign design files ([MUTCD Q-series](#) and [TC signs](#)) which contain important requirements or limitations.

Section 1 - Type of welcome sign

Please select the sign category and sub-category (if applicable) below.

<input type="checkbox"/> Welcome to Queensland
<input type="checkbox"/> Tourism region
<input type="checkbox"/> Indigenous Country - recognising traditional owners
<input type="checkbox"/> Local Government
<input type="checkbox"/> Town or city
<input type="checkbox"/> Entry statement
<input type="checkbox"/> Emergency information sign
<input type="checkbox"/> Other

Applicant business details

Australian Business Number

Business name

Postal address

Suburb

State

Postcode

Contact details

Proprietor/Owner/Applicant name

Position title

Phone

Email

Welcome Sign Application continued... page 2 of 5

Name of key contact (if different from above)

Position title

Phone

Email

Department of Transport and Main Roads (TMR) regions and districts

Please choose all relevant options below ([click to view district map](#))

Far North Queensland (Local Government Areas (LGAs) - Aurukun, Cairns, Cassowary, Cook Shire, Croydon, Douglas, Etheridge, Mapoon, Mareeba, Napranam, Northern Peninsula, Tablelands, Torres Strait Island, Torres Shire)

Northern Queensland (LGAs - Burdekin, Charters Towers, Hinchinbrook, Townsville)

North West Queensland (LGAs - Burke, Carpentaria, Flinders, McKinley, Mt Isa, Richmond)

Fitzroy (LGAs - Banana, Central Highlands, Emerald, Gladstone, Livingstone, Rockhampton)

Central West (LGAs - Barcaldine, Barcoo, Blackall-Tambo, Boulia, Diamantina, Winton)

Mackay/Whitsunday (LGAs - Isaac, Mackay, Bowen, Whitsunday)

Darling Downs (LGAs - Goondiwindi, Lockyer Valley, Southern Downs, Toowoomba, Western Downs)

South West (LGAs - Balonne, Bulloo, Maranoa, Murweh, Paroo, Quilpie)

Wide Bay-Burnett (LGAs - Bundaberg, Fraser Coast, Gympie, North Burnett, South Burnett)

North Coast (LGAs - Moreton Bay, Noosa, Somerset, Sunshine Coast)

Metropolitan (LGAs - Brisbane City, Ipswich, Redland)

South Coast (LGAs - Gold Coast, Logan, Scenic Rim)

Signage details

Is there a welcome sign currently in place?

Yes No

If yes, please provide details

Existing signage location details (please also attach a map and/or diagram to email)

Existing signage latitude and longitude co-ordinates

Proposed signage location details (please also attach a map and/or diagram to email)

Proposed signage latitude and longitude co-ordinates (optional)

Section 2 - Type of sign design

Welcome to Queensland

Welcome to Queensland (with images - [TC1286](#))

Welcome to Queensland (without images - [G11-Q05](#))

Standard State border sign ([G6-3](#))

Tourism region
<input type="checkbox"/> Brisbane
<input type="checkbox"/> Bundaberg - North Burnett
<input type="checkbox"/> Capricorn Region
<input type="checkbox"/> Fraser Coast
<input type="checkbox"/> Gladstone Region
<input type="checkbox"/> Gold Coast
<input type="checkbox"/> Mackay Region
<input type="checkbox"/> Outback Queensland
<input type="checkbox"/> Sunshine Coast
<input type="checkbox"/> Townsville North Queensland
<input type="checkbox"/> The Whitsundays
<input type="checkbox"/> Southern Queensland Country
<input type="checkbox"/> Tropical North Queensland

How many images are to be used on the sign ([G11-Q04](#) or [TC2269](#))? One Two

Note: Image selection guidance - Appendix B [Tourist-and-Service-Signs Guideline](#)

Note: Please attach high resolution image(s) to be used on the sign

Has consultation for the selected images occurred with the relevant regional tourism organisation, local council and TMR?

Yes No

If yes, please provide details on consultation

Is a tagline to be included on the tourism region sign? Yes No

If yes, proposed wording for tagline

Has consultation for the selected tag line occurred with the relevant regional tourism organisation, local council and TMR?

Yes No

If yes, please provide details on consultation

Number of proposed signs

'Indigenous Country' (recognising the Traditional Owners)

As the applicant, are you?

- A registered native title holder (as determined by the Federal Court)
- A Prescribed Body Corporate or Registered Native Title Body Corporate which represents the interests of registered native title holders
- Any party acting on behalf of one of the above

Please provide details on selected applicant type

Country name to be used on sign ([TC1894](#))

Welcome Sign Application continued... page 4 of 5

Aboriginal party/Traditional Owner name to be used on sign (TC1894)

Has consultation regarding the sign design occurred with the relevant Regional Tourism Organisation, local council and TMR?

Yes No

If yes, please provide details on consultation

Local Government

Welcome to Local Government (TC1689)

Standard Local Government boundary sign (G6-5)

Local Government boundary sign with image (TC2354)

Local Government name to be used on sign

Welcome to Local Government (TC1689) applications only

Is a tourist slogan to be used on the sign? Yes No

If yes, what slogan is to be used?

Note: Please attach high resolution image to be used on the sign.

Welcome to Local Government (TC2354) applications only

Note: Please attach high resolution image to be used on the sign.

Has consultation for the selected image occurred with the relevant Regional Tourism Organisation, local council and TMR?

Yes No

If yes, please provide details on consultation

Is the local government logo to be included on the sign?

Yes No

If yes, please provide a high resolution image of the logo

Section 2 - Type of sign design

Welcome to town or city

Welcome to town (with images - G11-Q03)

Welcome to town (without images - TC1692)

Standard town name sign (G6-1)

Town or city name to be used on sign

Welcome to town (with images) (G11-Q03) applications only

Has consultation for the selected images occurred with the relevant Regional Tourism Organisation, local council and TMR?

Yes No

Is a tourist slogan to be used on the sign?

Yes No

If yes, what slogan is to be used?

Note: Please attach high resolution image to be used on the sign. See Appendix B [Tourist-and-Service-Signs Guideline](#)

Is the town on a State Strategic Touring Route?

Yes No

Welcome Sign Application continued... page 5 of 5

Is the accredited Visitor Information Centre (VIC) panel to be installed under this sign?

Yes No

Please provide details of the accredited VIC panel (name and distance in kilometres from the sign location) or the reason this panel is not to be installed (see notes on [G11-Q03](#)).

Welcome to town (without images) (TC1692) applications only

Is a tourist slogan to be used on the sign?

Yes No

If yes, what slogan is to be used?

Welcome signs - other (local government or town/city)

Applicants seeking approval for a welcome sign to a local government or town/city which is not covered above should contact the local TMR District office for more information prior to preparing a written case.

Applicants will be required to provide a comprehensive proposal outlining how the proposed entry statement conforms to the broad welcome sign design parameters outlined in [Tourist and Service Signs Guideline](#)

Please attach the 'Welcome sign – other' proposal, along with any other supporting documentation.

Entry statements

Applicants seeking approval for an entry statement (welcome structure) are to provide a comprehensive proposal outlining how the proposed entry statement conforms to the broad design parameters outlined in [Tourist and Service Signs Guideline](#)

Please attach entry statement proposal, along with any other supporting documentation.

Emergency Information Sign

Are you applying for an emergency information sign (TC1912)?

Yes No

If yes, please provide details

Other

In the circumstance where other types of welcome signs are desired, the applicant will need to present a strong written case to warrant a specific new design outside of the suite of TMR standard welcome sign designs.

The written case should provide details demonstrating why the sign design should be considered. The sign design will also need to conform to the broad design parameters outlined in the Tourist and Service Signs Guidelines.

Please attach written case, along with any other supporting documentation (e.g., high resolution image and etc.).

Declaration

I/We acknowledge that all information provided is true and accurate. If my application is successful, I will be responsible for all costs, including sign design, manufacture, installation, damage and maintenance. I am aware that the sign(s) within the state-controlled road reserve can be removed at my expense where it may impact on future road works, installation of public liability services, changes in the nature of traffic, the alignment of the road, maintenance of the sign is not kept up to TMR standards or at the expiry of the approved permit.

Name of person completing this application

Signature of person completing this application

Date of application

Please email this completed form and any relevant attachments to Tourist.Signs@tmr.qld.gov.au

Privacy statement: The personal information you provide in this application will be used by TMR for the purposes of processing your application for a tourist sign. Where required, TMR may disclose some or all of this information, to its partner in the review process, the relevant Regional Tourism Organisation. Your personal information will not be disclosed to any other third party without your consent, unless required or permitted by law.

For detailed information please read the [Guideline-Tourist and Service Signs](#)