



ACCESS PROTECTION MARKING APPLICATION FORM

Please complete this form using **black ink**, write in **BLOCK CAPITALS**, and mark option boxes with a X.

Part A - Main Applicant

NAME
ADDRESS
POSTCODE
TELEPHONE
EMAIL

Part B - Is the access protection marking

New Marking	YES / NO	£70
Refresh of Existing Marking	YES / NO	£45

Part C - Is the driveway

Single	YES / NO
Double	YES / NO
Shared with Neighbour	YES / NO

Fill in Part D, signature required in Part E

Part D – Neighbour Address

NAME
ADDRESS
POSTCODE
TELEPHONE
EMAIL



Part E – Declaration

- **I/We** hereby apply for an Access Protection Marking at the above location to be applied across the dropped kerb (high kerb to high kerb) of **my/our** driveway.
- **I/We** confirm that we have a legal driveway constructed at the property.
- **I/We** understand the marking serves only to highlight to other road users that there is a driveway present.
- **I/We** understand that Access Protection Marking's are issued to lining contractors in two batches end of May and end of August, any applications submitted 4 weeks prior to these dates maybe held until next issue date.
- **I/We** understand that contractors may take around 3 months to complete works.
- **I/We** understand that the cost for a new marking and/or refreshing an existing marking may change at any time.

Signed by Main Applicant	Date
Signed by Neighbour	Date

For Official Use Only	
Received	
Ref	
Application Approved	
Payment Requested	



Notes for Applicant

- Applications should be completed and returned to Clackmannanshire Council, Traffic & Transportation Services, Kilncraigs, Greenside Street, Alloa, FK10 1EB or by email to roads@clacks.gov.uk.
- If your application is successful, the main applicant will be contacted with how to arrange payment. Please DO NOT send any form of payment with your application form.
- The fee charged covers the cost of site inspection, processing of applications, preparing plan, site marking and administration.
- Successful applications will be sent to contractors in two batches. One at the end of May and one at the end of August. There will be no Access Protection Markings installed between November and March.
- Applicants will be notified within 28 working days of receipt of application. The fee will only be charged for successful applications.
- All data collected on this form will be managed in accordance with the General Data Protection Regulations. Information can be found on our website www.clacks.gov.uk