

**APPLICATION FOR TEMPORARY TRAFFIC REGULATION ORDER (TTRO)**  
**TO ENABLE A SPECIAL EVENT TO PROCEED**

Applicants name: \_\_\_\_\_

Applicants address: \_\_\_\_\_

\_\_\_\_\_

Contact name: \_\_\_\_\_ Tel: \_\_\_\_\_

E-mail: \_\_\_\_\_

Purchase Order No (only applicable if unable to make payment online): \_\_\_\_\_

Location of Proposed Event: \_\_\_\_\_

\_\_\_\_\_

Type of traffic restriction (Road closure/One way/etc)

Please state: \_\_\_\_\_

Anticipated duration From: \_\_\_\_\_ To: \_\_\_\_\_

Reason for T.T.R.O.: \_\_\_\_\_

\_\_\_\_\_

Applicants comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**NOTES:**

1. The applicant shall include a scale plan 1:1250 or 1:2500 showing the location of the proposed event and the roads in the vicinity.
2. In the case of a TTRO where traffic is to be diverted, the applicant shall employ a competent Traffic Management Engineer to design a suitable diversion route & sign schedule, to be submitted with this application for approval. A TTRO will not be authorised unless an acceptable signing scheme has been submitted.
3. All TTRO's and diversion routes shall be signed, guarded & lit in accordance with Chapter 8 of The Traffic Signs Manual.
4. The Highway Authority may require the applicant to carry out an informal notification of their proposals to residents/businesses in the area of the TTRO.
5. TTRO's affecting several sites may be considered as one application for charging purposes (subject to prior agreement with the Highway Authority).
6. Applicants should allow a minimum of 8 - 12 weeks for the processing of a TTRO in normal circumstances.

Scale of charges:	T.T.R.O.'s £176.00 (plus signing costs as appropriate)
Signing scheme authorisation	£322.00 (unless submitted by AA or RAC)
The Highway Authority may vary the above charges, dependent upon the extent of the TTRO and the nature of the event.	

Signed: \_\_\_\_\_ Date: \_\_\_\_\_