



Temporary Traffic Regulation Order Application Road Traffic Regulation Act 1984 – Section 14

When completing this form:

Please ensure **ALL** sections are completed.

Please note any application form received with no Purchase Order/Receipt Number will be refused.

A Traffic Management drawing must be submitted with this application.

Please note that a minimum of 12 weeks notice is required to process an application

Completion of this application does not guarantee that Telford & Wrekin Council will grant a TTRO, and any queries/confirmation must be discussed/obtained from the Streetworks team before work commences.

Applicant Contact Details

Organisation:		Telephone no:	
Contact Name:		Mobile no:	
Invoice Address:		Email address:	

Emergency Contact Details (24 hours)

Telephone no:		Contact Name:	
Email address:			

Signing Contractor Details

Organisation:		Contact Name:	
Address & Postcode:		Telephone no:	
		Mobile no:	
		Email address:	



TTRO Details

Temporary Speed Limit Order		Temporary Suspension of One Way		Temporary Prohibition of Right/Left Turn	
Lane Closure (involving a diversion of traffic)		Road Closure		Suspension of On-Street Parking	
Streetworks Permit Number:					
Road Name/Description:					
Road Number:		Town/Parish:			
Reason for TTRO, and how will you minimise the duration of the TTRO: (e.g. working 7 days a week)					
Description of section where TTRO will be in force:					
Start Date:		End Date:			
Does the TTRO operate for 24 hours?	Yes / No	If no, when will the TTRO be in force?			
Does the TTRO operate 7 days a week?	Yes / No	End Date:			
Will non-vehicular traffic be affected, and how will these users be accommodated during the works?					



<p>What measures will you be putting in place to publicise this TTRO?</p> <p>E.g. Advanced signage, letter drops etc.</p>					
<p>TTRO type: <i>Tick as appropriate</i></p>	Emergency £1100:		Temporary Order £1500:		Extension to existing £750:
<p>If the TTRO is an emergency, please provide the reason for this emergency:</p>					

Public Liability Insurance Details

Name of Insurer:			
Policy Number:			
Expiry Date:		Cover (£5m minimum):	



TTRO Details

Please provide a plan of your works and associated diversion routes. Please also complete the following information with detail of each affected road.

From:		To:	
Via			
Does the reverse route differ? If so, describe the reverse route:			

If the proposed diversion route includes an adjoining authority's road, you must provide a copy of the written approval to place signs on their road



Payment Details

A purchase order number and invoice details must be given below – without this number and details your application will not be processed. Alternatively if you wish to pay by credit card please indicate below and call 01952 384000 to make payment.

Paid by Credit Card:	Yes / No	Receipt number TSHW
Purchase Order Number:		
Company Name for Invoice:		
Contact Name for Invoice:		
Address for Invoice:		

Third Party Payment declaration:

If the payment details above are a third party other than the applicant, a representative from the third party company must sign the third party payment declaration below.

I declare that I/we agree to pay all fees and abide by the conditions imposed for any permission granted in response to this application, on behalf of the Applicant.

Name:			
Company:			
Position:			
Signed:		Date:	



Declaration

I declare that

- The section of road detailed above needs a TTRO to facilitate works which cannot be carried out whilst maintaining traffic flow.
- the start date for this temporary traffic regulation order will be at least twelve weeks from the date of submitting this application
- I/we agree to pay all fees and abide by the conditions imposed for any permission granted in response to this application.

and, I understand that

- An emergency by 5 day notice cannot be extended beyond the end date without a temporary traffic order and this will be subject to additional costs.
- the cost for a TTRO is as detailed in the application form
- once received, I will arrange for the public notice to be posted on street at appropriate locations as well as any other publicity material as agreed by the Streetworks Team
- I am responsible for the 24 hours signing and guarding and maintenance of the site and any diversion route in accordance with Chapter 8 and the Code of Practice for Safety at Street Works and Road Works.

And, I undertake to

- reinstate any existing road markings which are removed due to this TTRO
- provide a schedule and location plan showing details of traffic signs to indicate TTRO
- provide and maintain traffic signs to indicate the TTRO and any alternative route for traffic
- formally notify residents/businesses etc affected by the TTRO at least two weeks prior to the start date

I have read and fully understand the guidance notes provided to me and will adhere to all responsibilities/duties required by Telford & Wrekin Council.

Name:			
Company:			
Position:			
Signed:		Date:	



IMPORTANT

All communication relating to this Licence should be addressed to:
Telford & Wrekin Council, Streetworks, Darby House, Telford TF3 4JA / streetworks@telford.gov.uk / 01952
384000

Privacy Notice under the General Data Protection Regulations

Telford & Wrekin Councils Highways & Neighbourhood Services are collecting your personal data for the purpose of dealing with your recent enquiry/service request under Article 6(b) of the General Data Protection Regulations. The council may need to securely share relevant elements of your data with one of our contractors solely in order for them to deal with your enquiry on our behalf.

For further details on the council's privacy notice please view the privacy page on the council's www.telford.gov.uk/terms.