

THE ESSENTIAL CHECK LIST

- Application for positioning ads on a form supplied by the Council of Milan bureaus, duly filled, signed and stamped owing to the current laws;
- Approval (as featured on the attached facsimile) of the private owner (Condominium Management (2) (in case of private area) or of the public owner (example, the authorization to occupy public areas) of the good (building, area, street light, if not included in the list issued by the Settore Pubblicità);
- **(apart from the temporary advertising for banners, structures laying on the ground if the application doesn't feature changes to the previously authorized one)**, a detailed map of the street with the civic number where the object is going to be located and that point must be highlighted;
- No. 3 listed draws featuring the indication with a 1:50 proportion of the form, of the colours, nature and location of the ad and the message of the slogan, which, if in foreign language, must be translated into Italian;
- **(apart from the temporary advertising for banners, structures laying on the ground if the application doesn't feature changes to the previously authorized one)**, no. 2 clear and coloured photos: one on the close front and the other with a large zoomed view, sized 18x24 cm., regarding the current status of the location;
- Anti - Mafia statement (as featured on the attached facsimile), if not already presented in the previous months;
- A copy of the Association bill, in case the applicant is an Association, a Foundation or ONLUS organization who would like to apply for a 50% cut of the advertising fare, exclusively in order to advertise a non commercial activities;
- In case the applicant is a different subject than the CEO of the company, he must present the attached delegation form, with a clear a readable copy of a valid identity document both of the delegate and of the delegator. The delegation form must be presented only the first time, then eventually only if the delegate has changed.

(2) Please note: the Administrator is reliable for everything made by the Condominium.