



Dear

Request permission for the installation of Neighbourhood Watch Signs.

I am writing to you in my capacity as the Neighbourhood Watch Coordinator for to seek your approval for the erection of official Neighbourhood Watch Scotland (NWS) signs within our community.

These signs will serve as a visible deterrent and provide a significant aid to crime prevention within our neighbourhood, reinforcing community safety and engagement. We believe that their installation will contribute to a safer environment by reminding both residents and visitors of our active watchful presence.

Key Points for Consideration:

1 Approved signs only:

The signs will be purchased from the official NWS online shop, ensuring that no handmade or rudimentary signs are used. These are professionally designed, strong, environmentally reinforced, and aesthetically aligned with the official NWS branding.

2 Sign Specifications and installation:

The dimensions and fittings of the signs will adhere to the standards prescribed by NWS (see Appendix A, page 2). I will ensure that the signs are installed using the heavy-duty plastic cable ties provided by NWS for this purpose and can confirm that no services are required by council staff.

3 Insurance Coverage:

All installations will be temporary and cause no lasting damage to structures. That said, NWS understands that any fixtures in public spaces may carry risks and has Public Liability insurance that covers any damage caused by these signs, removing any liability from the council.

4 No Advertising:

These signs are purely for community safety purposes and will contain no advertising or promotional material.

5 Suitable Locations:

While we are keen to install these signs in visible and strategic locations, we recognise that certain areas may not be suitable for such fixtures.

The following positions are proposed for your consideration:

Schedule of Sign Locations

No of signs		Sign No.	Location (Lighting column/Lamp Post number and nearest house number)	Street Name	Direction the sign is to face
Requesting the use of Street Lighting Columns (not concrete)	YES				

We are confident that these signs will contribute positively to the safety of our community. We would appreciate your support and any guidance you can provide in ensuring we comply with any local policies regarding the erection of signage.

Please feel free to reach out to me if you require further information or clarification on any of the points raised above.

Thank you for your time and consideration. I look forward to your response and working together to make our community safer.

Yours sincerely,

Neighbourhood Watch Coordinator



APPENDIX A – Sign specifications

NWS signs are:

- made from Aluminium
- 0.700kg in weight,
- Measure: Height 42cm x Length 30cm
- Secured by plastic cable ties to rear brackets

Front



Rear

