

KERBSIDE NUMBERING



BACKGROUND

Property owners must display the street number of their property, inside their property in a position that is easily visible from the street.

Property owners may choose to also install their street number on the kerb in addition to their property. Kerbside numbering may aid visitors and emergencies services looking for a property. Putting street numbers on the kerb is optional.

INSTALLING KERBSIDE NUMBERS

General

Kerbside numbering is installed on the council kerb at the choice of the property owner to supplement the number displayed on the property.

Property owner must be aware that:

- It is **NOT** compulsory to have your house number painted on the kerb within the City of Greater Geelong.
- Council will not be responsible for the maintenance or repair of these painted numbers, under any circumstances.
- Numbering on kerbs does not reduce your responsibility to clearly display the correct house number on your building or fence fronting the street.
- They can ask for a price from any contractor registered with the City of Greater Geelong to undertake kerb numbering. Registered contractors can be found by visiting our website - [Geelong Australia](#).

Contractors should be aware that:

- Permits do not give a business exclusive rights for the provision of kerbside numbering services in the City of Greater Geelong.
- Activities must comply with the requirements set out by the Australian Consumer and Competition Commission for door-to-door sales. Refer to [Door to door sales - a guide for consumers \(acc.gov.au\)](#)

Contractor Requirements

Contractors must abide by the code of conduct outlined in this document and keep a current permit for undertaking works.

The following added requirements apply to contractors looking to undertake kerbside numbering:

- Only contractors with a valid permit from the City may paint street numbers on the public kerb.
- Permits are valid for a period of 1 year from the date of issue. A new permit must be obtained past this date.
- Contractor's must indemnify Council against any public liability claim resulting from their work and supply a copy of their current public liability cover to a value of \$10,000,000.
- The clean-up of equipment is not allowed to enter the City's stormwater drainage system. A proper waste disposal method is to be implemented.
- Due care must be undertaken to ensure that the correct house numbers are used for each property. Incorrect numbers will need to be removed and replaced at the contractor's cost.
- Confirmation of the correct property number should be sought from council should there be concerns about the correct property number.
- Contractor's must ensure pedestrian and vehicular access is kept free of obstruction and that no nuisance arises because of the works.
- Traffic Management must be set up whilst painting the kerbside number. Traffic Management must be erected in accordance with AS1742.3.

Code of Conduct

Contractors offering the installation of kerbside numbering must abide by the following code of conduct whilst working within the City of Greater Geelong. A permit to work may be withdrawn should ongoing complaints be received about failure to follow this code of conduct.

Contractors must:

- Clearly explain to residents that kerbside numbering is not compulsory in the City of Greater Geelong.
- Clearly explain that you hold a permit to undertake kerb numbering in the City of Greater Geelong but are NOT employed by and DO NOT represent the council.
- Not make representations that they act on behalf of any State organisation without the express written approval of that organisation.
- Clearly explain the intention of your organisation to the residents and/or owners of the property, where the work is being canvassed.
- Clearly explain to residents that they must still clearly display the correct house number on their building or fence fronting the street
- Supply a written agreement for works (quotation) which includes an upfront price for painting the kerb number.
- Clearly explain that the resident and/or property owner can seek a quotation from other contractors
- Supply a receipt for all payments received.
- Comply with the requirements set out by the Australian Consumer and Competition Commission for door-to-door sales. Refer to [Door to door sales - a guide for consumers \(acc.gov.au\)](http://www.accc.gov.au)

SPECIFICATION FOR KERBSIDE NUMBERING

SPECIFICATIONS

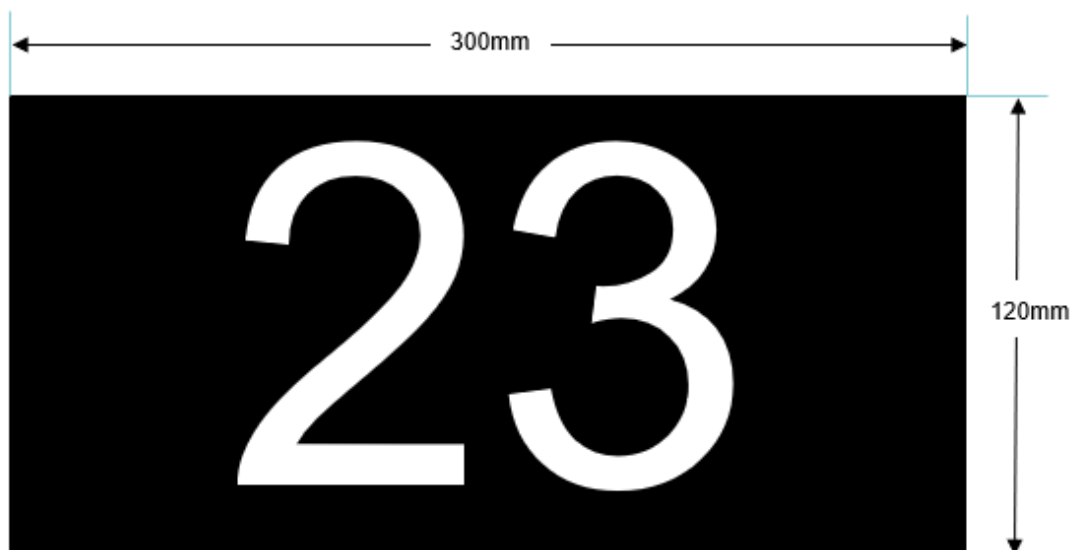
Numerals

All numbers are to be reflective white in colour, with letter sizes - **Series D, AS1744 – 1975**. Height to be 100mm and painted with the aid of a stencil. (Refer to Appendix A.)



Background

The reflective white numbers are to be painted on a rectangular paint background, being 300mm x 120mm and again applied with the use of a stencil. Background colour to be Australian Standard colour N61 Black or Blue series – B21, B22, B23, B34, B51 or B61



Location

The painted numbers must be on the vertical face of the kerb of the street that the number refers to only. The correct house numbers must be used for each property.

All numberings must face the direction of the correct street.

Stencils

Both the numbers and background must be applied with the aid of a stencil. In all instances the stencils used are to be precisely engineered to totally preclude over-spray and under-run.

APPENDICES

Appendix A – SERIES D NUMERALS – AS1744 - 1975

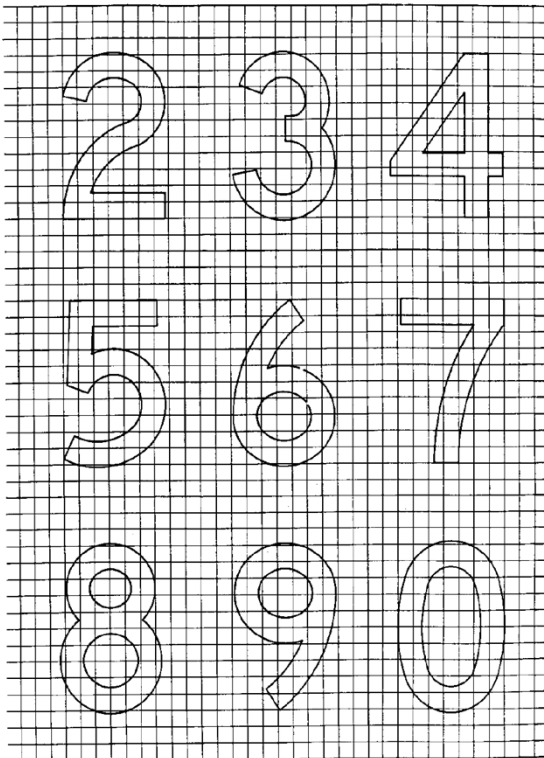
23

AS 1744—1975

AS 1744—1975

20

Series D



Series D

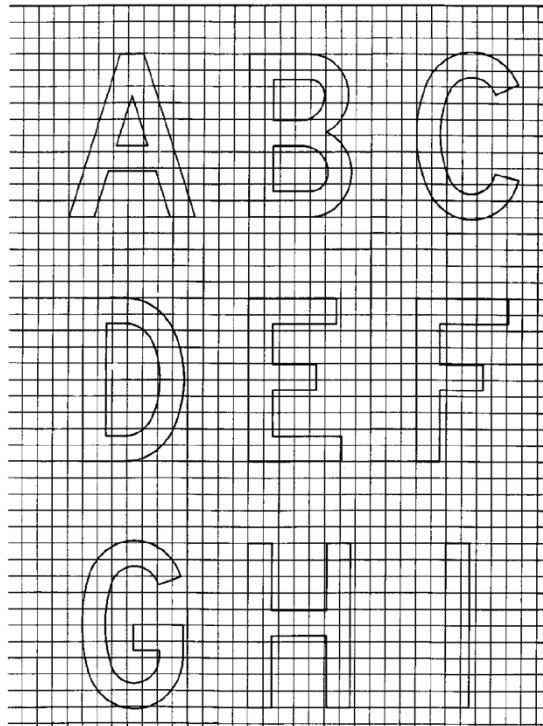


TABLE 4

SERIES D LETTER AND NUMERAL DIMENSIONS

Letter and numeral height	Letter and numeral width																										Letter and numeral stroke width															
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z		1	2	3	4	5	6	7	8	9	0					
40	34	27	27	24	24	27	27	27	6	25	28	24	31	27	28	27	28	27	27	24	27	30	35	27	34	27	10	27	27	29	27	27	27	27	27	28	6					
60	50	40	40	37	37	40	40	40	9	38	41	37	47	40	42	40	42	40	40	37	40	45	53	40	51	40	15	40	40	44	40	40	40	40	40	40	42	9				
80	67	54	54	49	49	54	54	54	13	50	55	49	62	54	56	54	56	54	54	49	54	60	70	54	68	54	20	54	54	59	54	54	54	54	54	54	54	56	13			
100	84	67	67	61	61	67	67	67	16	63	69	61	78	67	70	67	67	67	67	61	67	75	88	67	84	67	24	67	67	73	67	67	67	67	67	67	67	70	16			
120	101	81	81	73	73	81	81	81	19	75	83	73	93	81	84	81	84	81	81	73	81	90	105	81	101	81	29	81	81	88	81	81	81	81	81	81	81	81	84	19		
140	117	94	94	85	85	94	94	94	22	88	96	85	109	94	98	94	98	94	94	85	94	105	123	94	118	94	34	94	94	103	94	94	94	94	94	94	94	94	94	98	22	
160	134	108	108	98	98	108	108	108	25	100	110	98	124	108	113	108	113	108	108	98	108	120	140	108	135	108	39	108	108	118	108	108	108	108	108	108	108	108	108	113	25	
180	151	121	121	110	110	121	121	121	28	113	124	110	140	121	127	121	127	121	121	110	121	135	158	121	152	121	44	121	121	132	121	121	121	121	121	121	121	121	121	127	28	
200	168	134	134	122	122	134	134	134	31	125	138	122	155	134	141	134	141	134	134	122	134	150	175	134	169	134	49	134	134	147	134	134	134	134	134	134	134	134	134	134	141	31
240	201	161	161	146	146	161	161	161	38	150	165	146	186	161	169	161	169	161	161	146	161	180	210	161	203	161	59	161	161	176	161	161	161	161	161	161	161	161	161	169	38	
280	235	188	188	171	171	188	188	188	44	175	193	171	217	188	197	188	197	188	188	171	188	210	245	188	236	188	68	188	188	206	188	188	188	188	188	188	188	188	188	188	197	44
320	268	215	215	195	195	215	215	215	50	200	220	195	248	215	225	215	225	215	215	195	215	240	280	215	270	215	78	215	215	235	215	215	215	215	215	215	215	215	215	215	225	50
*340	285	228	228	207	207	228	228	228	53	213	234	207	264	228	239	228	228	228	228	207	228	255	298	228	287	228	83	228	228	250	228	228	228	228	228	228	228	228	228	228	239	53
400	335	269	269	244	244	269	269	269	63	250	275	244	310	269	281	269	281	269	269	244	269	300	350	269	338	269	98	269	269	294	269	269	269	269	269	269	269	269	269	269	281	63
480	402	323	323	293	293	323	323	323	75	300	330	293	372	323	338	323	338	323	323	293	323	360	420	323	405	323	117	323	323	353	323	323	323	323	323	323	323	323	323	323	338	75
560	469	376	376	341	341	376	376	376	88	350	385	341	434	376	394	376	394	376	376	341	376	420	490	376	473	376	137	376	376	411	376	376	376	376	376	376	376	376	376	376	394	88
640	536	430	430	390	390	430	430	430	100	400	440	390	496	430	450	430	450	430	430	390	430	480	560	430	540	430	156	430	430	470	430	430	430	430	430	430	430	430	430	430	450	00

* These values have been temporarily included in the table to permit manufacturers equipped with templates for the commonly used imperial letters 13.33-inch upper case and 10-inch lower case to continue using them until they need replacing.