

SERVICE PROVIDED BY THE ADMINISTRATION OF MARIJAMPOLĖ MUNICIPALITY

1.	Service name	Issue of the permit to install outdoor advertising in the territory of Marijampolė Municipality
2.	Service recipients	Natural persons Business entities
3.	Service type: electronic/ non-electronic service	Electronic service Non-electronic service
3.1.	Reference to e-service (<i>in the case of an electronic service</i>)	https://www.epaslaugos.lt/portal/service/42526/23640
3.2.	Reference to the application form(s) (<i>in the case of a non-electronic service</i>)	https://www.marijampole.lt/go.php/lit/Leidimo-irengtiorine-reklama-marijampoles-savivaldybes-teritorijoje-idavimas
4.	Service provision term	20 business days
5.	Service price	<p>Rate of the local charge for granting the permission to install outdoor advertising for one year by mounting a signboard:</p> <p>1. Up to 0.5 m² area – EUR 0; From 0.5 m² area – EUR 14 per 1 m²</p> <p>Rate of the local charge for granting the permission to install outdoor advertising for one year on specialised and adapted means of presentation of advertising – EUR 14 Eur per 1 m² of advertising space. The charge shall be calculated according to the formula $R = (T \times P \times K) : 365 \times D$, where:</p> <ul style="list-style-type: none"> • R – the local charge in EUR; • T – the annual rate of charge in EUR for granting the permit for installation of m² of advertising space; • P – the advertising space in square metres; • K – the local charge coefficient; • 365 – the number of days in a year; • D – the number of advertising demonstration days. <p>Local charge coefficient by zones:</p> <ul style="list-style-type: none"> • Coefficient 2 – zone I (J.Basanavičiaus square, Kęstučio, P.Butlerienės, Gedimino, Ūkininkų, Laisvės, Bažnyčios, J.Bendoriaus, P.Kriaučiūno, J.Dailidės, Senoji, Vilkaviškio, Mokolų, J.Ambrazevičiaus-Brazaičio, V.Kudirkos, Vytauto, P.Vaičiaičio, Sodo, Kauno, Jaunimo, Dariaus ir Girėno, R.Juknevičiaus, P.Cvirkos, Šiaulių, P.Armino, Sporto, Geležinkelio, Stoties, Vasaros, Saulės streets); • Coefficient 1.5 – zone II (Gamyklų, Statybininkų, Gėlyno, Sasnavos, Klaipėdos, Palangos, Šaulių, Kalvių, Draugystės, Žemaitės, Vasario16-osios, A.Valaičio, Pramonės, Varpo, Aušros, Vytenio, Tarpučių, Uosupio, Vokiečių streets); • Coefficient 1 – zone III (territories of other

		<p>streets of Marijampolė town);</p> <ul style="list-style-type: none"> • Coefficient 1 – zone IV zona (Marijampolė Municipality territory in the outskirts of the town)
6.	Methods and procedure of payment for the service <i>(including the possibility of payment for foreigners)</i>	<p>Payment requisites:</p> <p>Payee: Municipal Administration of Marijampolė Entity code: 188769113 Payee's bank name: AB SEB bankas SWIFT code: CBVILT2X Account number: LT 19 7044 0600 0621 0181</p> <p>Payment purpose: For granting of the permit to install outdoor advertising</p>
7.	Service provision process description	Acceptance of the application and outdoor advertising installation design, coordination of the advertising installation design, preparation of the answer, granting of the permission
8.	Information and documents to be submitted by the person	<ol style="list-style-type: none"> 1. The application. 2. The outdoor advertising installation design. 3. Documents confirming the title to the land, buildings or other objects on which outdoor advertising is installed or consent of the person possessing them on other grounds, unless the owner of such object is the applicant or the land, buildings or other objects on which outdoor advertising is installed are wholly owned or controlled by right of trust by the Municipality. When the outdoor advertising is installed on shared objects controlled by right of common partial ownership – the agreement of co-owners specified in Article 4.75(1) of the Civil Code of the Republic of Lithuania; when the outdoor advertising is installed on shared objects controlled by owners of flats and other premises of multi-dwelling buildings by right of common fractional ownership – the decision of owners of flats and other premises of such buildings regarding the consent to install outdoor advertising adopted according to the procedure set forth in Article 4.85 of the Civil Code, except where a signboard for which no illumination is used is installed on the exterior wall, which is a shared object, of non-residential premises controlled by right of ownership or on other legal grounds by the advertising provider situated in a multi-dwelling building whose head office or a trade venue or a place of provision of services is situated in such non-residential premises. 4. When outdoor advertising is installed in the cultural heritage objects, their territories and protection zones – in the cases specified by the Law of the Republic of Lithuania on the Protection of Immovable Cultural Heritage – the consent of the institution responsible for the protection of the cultural heritage object; in protected – the consent of the directorate of protected areas or of the Environmental Protection Department when the directorate of protected areas is not established in the protected area. <p>When outdoor advertising is installed on poles, trenches</p>

		or other structures above streets – the written consent of entities operating those objects
9.	The service provider's contact details (the responsible employee's position, forename and surname, e-mail address, phone number)	Vytauta Kmieliauskienė, the Chief Specialist of the Division of Architecture and Territorial Planning e-mail: reklama@marijampole.lt Phone: +370 343 60036 Vida Ambrazavičienė, the Chief Specialist of the Division of Architecture and Territorial Planning e-mail: reklama@marijampole.lt Phone: +370 343 60034
10.	The procedure of appealing against acts (omissions) of the service provider	According to the procedure established by legal acts
11.	Contact details of the organisations (<i>if any</i>) that can provide the necessary information or practical assistance to service recipients	-