



# Application to Register a Caravan Park

Residential Tenancies Act 1997

**Corangamite Shire Council**

(03) 5593 7100 [www.corangamite.vic.gov.au](http://www.corangamite.vic.gov.au)

Questions marked with an asterisk (\*) are mandatory and must be completed

Proprietor details			
Title *	Surname *	Given name(s) *	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
ABN	ACN		
<input type="text"/>	<input type="text"/>		
Street address / Postal address *			
<input type="text"/>			
Suburb / Town *	State *	Postcode *	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Please provide at least one phone number and include the area code *			
Business phone	Home phone	Business fax	Mobile
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Email			
<input type="text"/>			

Premises Details			
Trading name of premises *			
<input type="text"/>			
<b>Premises address</b>			
Street address *			
<input type="text"/>			
Suburb / Town *	State *	Postcode *	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
<b>Contact person at premises (if not the proprietor)</b>			
Title	Surname	Given name(s)	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Please provide at least one phone number and include the area code			
Business phone	Home phone	Business fax	Mobile
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Email			
<input type="text"/>			

### Caravan Park Details

Number of \*:

Long Term Sites

Short Term Sites

Camp Sites

Does the premises provide food to guests and/or the public? \* (e.g. canteen or kiosk)  Yes  No

### Supporting Documents

Documents that are required to be included with this application Please tick the documents you have included

- A metric site plan of the caravan park
- The most recent report from the relevant fire authority
- The emergency management plan
- Schedule of Works (if applicable)

Note: Failure to supply these documents to Council may restrict Council's ability to Renew your Registration.

### Declaration

I understand and acknowledge that:

- The information provided in this application is true and complete to the best of my knowledge
- This application forms a legal document and penalties exist for providing false or misleading information
- I am over 18 years at the time of completing this application

If the business is owned by a sole trader or a partnership, the proprietor(s) must sign and print name(s).

If the business is owned by a company or association - the applicant on behalf of that body must sign and print their name.

### Payment details

Contact Councils' Environmental Health Team on (03) 5593 7170 for the applicable fee.

#### Return with payment to:

Environmental Health  
Corangamite Shire Council  
PO Box 84  
CAMPERDOWN VIC 3260

☎ (03) 5593 7170  
☎ (03) 5593 2695  
✉ [eho@corangamite.vic.gov.au](mailto:eho@corangamite.vic.gov.au)