



# NOTICE OF TRANSFER OF OWNERSHIP OF A CARAVAN PARK

Schedule 1 FORM 3  
Registration 15  
**Residential Tenancies Act 1997**

Please ensure all details are correct, complete and sign this form and return it to Council with the appropriate fee

To: Moyne Shire Council, PO Box 51, Port Fairy, VIC, 3284

**THIS SECTION MUST BE COMPLETED BY THE CURRENT PROPRIETOR**

I / We \_\_\_\_\_  
*(Name/s of registered caravan park owner)*

of \_\_\_\_\_  
*(Postal address)*

the holder of a certificate of registration of \_\_\_\_\_  
*(Name of caravan park)*

situated at \_\_\_\_\_  
*(Address of caravan park)*

provide notice that ownership of \_\_\_\_\_  
*(Name of caravan park)*

Signature \_\_\_\_\_ Date \_\_\_\_\_

Contact No. \_\_\_\_\_

has been transferred to:

**THIS SECTION MUST BE COMPLETED BY THE PROPOSED NEW PROPRIETOR**

Name \_\_\_\_\_  
*(Name/s of new caravan park owner)*

of \_\_\_\_\_  
*(Postal address)*

Phone No: \_\_\_\_\_ Mobile No: \_\_\_\_\_

Email \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Fee Payable: \$76.50\***

\* 2022/2023 fees and charges, subject to change with new financial year.

**Proposed changes to site layout**

Detail any proposed changes to the site:

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**Proposed site details:**

Number long term sites: \_\_\_\_\_

Number short term sites: \_\_\_\_\_

Number camp sites: \_\_\_\_\_

Number cabins: \_\_\_\_\_

**Schedule of Works \*\***

A Schedule of Works applies to this Registration

\*\* Delete if not applicable.

Return completed form to:

Moyne Shire Council  
Po Box 51  
Port Fairy VIC 3284

The information requested on this form will be used solely by the Moyne Shire Council. We will not use your personal information for any other purpose without first seeking your consent, unless authorized or required by law. The Council may not be able to process your request unless sufficient information is given. You may apply to the Moyne Shire Council for access to and/or amendment of the information on 5568 0555