

Transfer of Ownership of a Caravan Park

Residential Tenancies (Caravan Parks and Movable Dwellings
Registration and Standards) Regulations

2024 No 58 – Form 3 – Regulations 14 – Residential Tenancies Act 1997



To East Gippsland Shire Council:

I _____ (Licensee Name)	
of _____ (Licensee Address)	
the holder of a certificate of registration of _____ (Trading Name)	
situated at _____ (Proprietors Address),	
provide notice that ownership of _____ (Trading Name)	
has been transferred to:	
Name of new caravan park owner: _____	
Address of new caravan park owner: _____	
Mobile phone no of new caravan park owner: _____	
Email address of new caravan park owner: _____	
Signature: _____	
Name: _____	Date: ____/____/____

Collection notice:

East Gippsland Shire Council collects information provided by you in this form to assess your application to transfer registration of ownership of caravan park under Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024 No 58 – Form 3 – Regulations 14 – Residential Tenancies Act 1997. East Gippsland Shire Council will only disclose your personal contact information to a third-party where required to do so by law. Information shared in this situation will be in accordance with the requirements of the Privacy and Data Protection Act 2014. If incorrect information or details are provided Council will be unable to assist you with this request. For more information on Council's Privacy Policy, please visit Council's *Privacy Statement* on our website or email feedback@egipps.vic.gov.au if you have any questions. SEP 26

Caravan Park Emergency Management Plan Declaration

Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards)

Regulations 2010 No. 49

To be completed by the owner of the caravan park

I/we, _____ being the
owner(s)

of, _____ (Caravan Park
Name)

located at, _____ (Park
Address)

advise the East Gippsland Shire Council that I/we have reviewed the Emergency Management Plan and
Evacuation Procedures for the caravan park and have implemented them within the caravan park.

Signature:	
Name:	Date: ____/____/____

Signature:	
Name:	Date: ____/____/____

Office Use Only:	
CS Stamp:	IM Stamp:

Contact Council

- 📞 Phone: 03 5153 9500
- ✉ Email: feedback@egipps.vic.gov.au
- 💻 Website: eastgippsland.vic.gov.au
- ✉ Mail: PO Box 1618, Bairnsdale VIC 3875

Customer Service Centres:

- **Bairnsdale:** 273 Main Street
- **Lakes Entrance:** 18 Mechanics Street
- **Mallacoota:** 70 Maurice Avenue
- **Omeo:** 179 Day Avenue
- **Orbost:** 1 Ruskin Street
- **Paynesville:** 55 Esplanade

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