

# East Gippsland Shire Council

273 Main Street (PO Box 1618)  
Bairnsdale VIC 3875  
Website [www.eastgippsland.vic.gov.au](http://www.eastgippsland.vic.gov.au)  
Email [feedback@egipps.vic.gov.au](mailto:feedback@egipps.vic.gov.au)  
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Telephone: (03) 5153 9500  
Fax: (03) 5153 9576  
National Relay Service: 133 677  
ABN: 81 957 967 765

## Application for Registration of a Caravan Park

Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2010 No. 49

Schedule 1

FORM 1

Regulations 11 and 12

Residential Tenancies Act 1997

To East Gippsland Shire Council:

I, \_\_\_\_\_ (your name).  
of \_\_\_\_\_ (your address),  
being the owner of \_\_\_\_\_ (caravan park name).  
situated at \_\_\_\_\_,  
apply for registration for the period \_\_\_\_/\_\_\_\_/\_\_\_\_ to 31/12/\_\_\_\_ (insert dates).

Date of Application:	
Name of proprietor/s:	
Address of Premises:	
Business Phone No:	
Description of use of premises:	
Total number of powered sites:	
Trading Name:	

Fee Due: \$\_\_\_\_\_

Please call Council's Health Department to find out the current fee. Some pro-rata fees may apply.

Signature:	
Name:	Date: ____/____/____

### Office Use Only:

Reference: LC/ENV/PP/\_\_\_\_\_ Method of Payment: ☐ Cash ☐ Cheque ☐ Credit Card ☐ Eftpos  
Amount Paid: \$\_\_\_\_\_ Receipt Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Receipt Number: \_\_\_\_\_

### Privacy Statement

The East Gippsland Shire Council asks for details about you to collect rates, approve permits and licences, and run a range of community services. The information you give to us on this form is used only for the reasons set out in the form and is not given to anybody else. Sometimes we may supply details about you to someone else, but only if we are allowed by law, or to protect someone or property.

When information is given out, Council will always try to make sure your privacy is protected in line with the *Privacy and Data Protection Act 2014*. You may ask for more information about Council's Privacy Policy by contacting our Information Privacy Officer on 03 5153 9500 or e-mail [feedback@egipps.vic.gov.au](mailto:feedback@egipps.vic.gov.au)

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## Caravan Park Emergency Management Plan Declaration

(To be completed by the owner of the caravan park)

I \_\_\_\_\_ being the owner(s) of the caravan park  
located at \_\_\_\_\_ (park address)  
and known as \_\_\_\_\_ (park name)

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

I also declare that:

☐ Enclosed are the Emergency Management Plan and Evacuation Procedures;

Signature:	
Name:	Date: ____/____/____

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