

**To Glenelg Shire Council**

I (applicant's name) \_\_\_\_\_

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

Suburb/Town: \_\_\_\_\_ Postcode: \_\_\_\_\_

Business Phone \_\_\_\_\_ Mobile \_\_\_\_\_

E-mail \_\_\_\_\_

**Caravan Park Details**

Trading name: \_\_\_\_\_

Address: \_\_\_\_\_

Suburb/Town: \_\_\_\_\_ Postcode: \_\_\_\_\_

**Contact Person at Premises:** \_\_\_\_\_

Business Phone \_\_\_\_\_ Mobile \_\_\_\_\_

E-mail \_\_\_\_\_

**Documents to be included with this notification**

1. Up to date plan of the caravan park
2. Installation details including structural design and details

**Installation Details**

Unregistered Moveable Unit       Rigid Annex

Site Number for installation: \_\_\_\_\_

**Is a compliance plate permanently affixed to the front of the dwelling**       Yes       No

**NOTE:**

An Unregistered Moveable Unit must not be install in a caravan park unless it bears a compliance plate.

## Installers Details

Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

Suburb/Town: \_\_\_\_\_ Postcode: \_\_\_\_\_

Business Phone \_\_\_\_\_ Mobile \_\_\_\_\_

E-mail \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Signature of Caravan Park Owner

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

### Privacy Statement

The Glenelg Shire Council is committed to protecting individual's right to privacy and the responsible and fair handling of personal and health information, consistent with the *Privacy and Data Protection Act 2014* and the *Health Records Act 2001*. Accordingly, Council will adhere to the Information Privacy and Health Privacy Principles when undertaking its statutory functions and activities, so that the privacy of individuals can be protected. The Council's Privacy Policy is available from our website [www.glenelg.vic.gov.au/privacy](http://www.glenelg.vic.gov.au/privacy) and all Council Customer Service Centres. For further information or how you can access and/or amend your personal information please contact Council's Privacy Officers via our website [https://www.glenelg.vic.gov.au/Page/Page.aspx?Page\\_Id=5133](https://www.glenelg.vic.gov.au/Page/Page.aspx?Page_Id=5133)