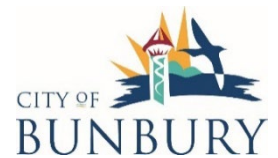


APPLICATION FOR PARK HOME/ RIGID ANNEXE/ TROPICAL ROOF (CARAVAN PARK)



In accordance with the Caravan Parks and Camping Grounds Regulations 1997

APPLICANT DETAILS:			
Applicant Name:			
Postal Address:			
Phone:		Mobile:	

FACILITY DETAILS:			
Caravan Park Name and Address:		Site Number:	
Type of Structure: (rigid annexe/ park home/ tropical roof)			
Owner of Structure:			
Constructed By:			
Estimated Value \$:			

Applicant/s Signature: _____ Date: _____

Information to be submitted with your application

For all structures:

- Dimensioned and scaled plan of the site showing setbacks from other adjacent structures, sites and roads
- Application fee – please visit <https://www.bunbury.wa.gov.au/live/your-council/fees-and-charges> to view the current fees and charges for Environmental Health applications. Payment can be made at the City of Bunbury administration building, 4 Stephen Street or over the phone to customer Support on 9792 7000. If you would like to pay by credit card, please click here <https://cdn.bunbury.wa.gov.au/wp-content/uploads/2022/07/Fillable-Credit-Card-Authority-Form-1.pdf> and submit form with your application
- A signed statement from the caravan park licence holder giving permission for the structure to be constructed or for the park home to be brought onto the caravan park

For rigid annexe/ tropical roof:

- A copy of a certificate signed and dated by a structural engineer stating that the structure is structurally sound if assembled in accordance with the instructions and the wind velocity it is designed to withstand
- If the value of the work exceeds \$20000, a certificate signed and dated by a registered builder stating:
 - (a) that the builder has built, or supervised the building of, the annexe/ tropical roof.
 - (b) that construction of the annexe/ tropical roof is in accordance with the Building Code, with regards to the
 - (c) the name of the person who constructed the annexe/ tropical roof and in what year

For park homes:

- A certificate signed and dated by a registered builder stating:
 - (a) that the builder has built, or supervised the building of, the park home;
 - (b) that construction of the park home is in accordance with the Building Code, with regards to the class or classes, specified on the certificate
 - (c) the name of the person who constructed the park home and in what year the name of the person who constructed the annexe/ tropical roof and in what year
- A copy of a certificate signed and dated by a structural engineer stating that the park home is structurally sound, the wind velocity that it is designed to withstand, and that the chassis, axles and wheels of the park home are adequate structurally to bear the weight of the park home

How to lodge your application:

Email: Records@bunbury.wa.gov.au
Post: PO Box 21, BUNBURY WA 6231
In person: 4 Stephen Street, Bunbury