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REQUEST FOR ONSITE SALE OF CARAVAN AND ANNEXE	SF077
	Responsible Officer: C S O
	Issue Date: 20/06/2014
	Next Review Date: June 2016

To be completed by Site License Holder

Caravan Park

Name of ASL holder

Telephone No Mobile

Postal Address

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Site No. Age of Van

(please attach copy of registration certificate)

Sale Price of Caravan and annexe \$

Name of interested buyer

Contact number

Reason why caravan and annexe is requested to be sold on site

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To be completed by Caravan Park Manager

Is the sale price a fair price for the caravan and annexe? YES / NO
(Being aware that there is no tenure beyond the end of the current financial year)

Comments

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Any other information about the site

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Are there any other circumstances that need to be taken into consideration?

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Please continue on the next page

TO BE COMPLETED BY CARAVAN PARK MANAGER:

1. Smoke alarm and fire extinguisher are present and working in annexe	
2. Minimum separation distance of 1.5 metres from any other structures. (N.B. There are to be <u>no</u> objects, fixtures, structures, projections to infringe into that space)	
3. Only one annexe on site.	
4. The site, caravan and annexe are clean and tidy.	
5. Powder coated panels are white or cream	
6. The porch no more than a depth of 1.5 metres	
7. Annexe wall height does not exceed 2.5m for side walls and not higher than caravan at junction of annexe to caravan.	
8. No in-situ type floors (concrete).	
9. No Carports / canopy structures over or connected to caravan and / or annexe.	
10. Caravan placed so that the tow-bar is facing the roadway and is in a towable condition.	
11. Junction of annexe/caravan allows caravan to be moved if maintenance necessitates.	
12. Apart from a small shed no additional structures on the site.	
13. Tow bar at least 2m from roadway.	
14. Annexe does not exceed body length of caravan	
15. All building materials of a merchantable quality and fit for the intended purpose.	
16. Solid Annexes constructed in vertical modular (1200 wide) composite panels with powder coated aluminum external face and pre-decorated plywood internal face.	
17. Air conditioners either roof mounted to either the caravan or annexe or if a wall-type located over draw-bar of caravan.	
18. Interlocking of composite panels to be powder coated aluminum channels, capping and flashings fixed in a manner that is easily de-mountable.	
19. Floors to be of panel form-type, either of plywood or structafloor, of the appropriate thickness to suit joist spacing.	
20. Porch floor to be of brick or concrete pavers or alternatively CCA treated decking in slat form.	

Recommend van sale YES / NO

Signed: Date
Caravan Park Manager

To be completed by Yorke Peninsula Council

Potential Buyer contacted YES / NO

Form from buyer received YES / NO

Site License sent to new owner YES / NO

Conditions

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Approved van sale YES / NO

Signed: Date
Director, Corporate and Community Services