



Southern Drive, Busselton WA 6280
 All Correspondence to : The Chief Executive Officer,
 Locked Bag 1, Busselton WA 6280
 Ph: (08) 9781 0444 – Fax: (08) 9752 4958
 Email: city@busselton.wa.gov.au
 Web: www.busselton.wa.gov.au

CHANGE OF MANAGER / ACTING MANAGER OF A HOLIDAY HOME

Local Government Act 1995

City of Busselton Holiday Homes Local Law 2012

To	Local Government: City of Busselton
-----------	--

Land on which the Holiday Home is situated	Address: or Land Description:	
	Suburb	Postcode
	Name of Holiday Home (if applicable)	

Land owner/s (Details to be provided in respect of each land owner. Attach extra pages if required.)	Family name:			
	Other names:			
	Postal address	No.:	Street name:	
		Suburb:		Postcode
	Phone numbers: (H)		(W)	
	(Mob)		(Fax)	
	(Email)			
Owner Declaration (Making a false statement may be an offence).	I/We declare that all details in this form are true and correct.			
	Signature of OWNER/S:		Date:	

(see over)

Manager Declaration (Manager details must be completed and signed by Manager)	Family name:		
	Other names:		
	Postal address	No.:	Street name:
		Suburb:	Postcode
	Phone numbers: (H)		(W)
	(Mob)		(Fax)
	(Email)		
	I declare that I accept the appointment of Manager of the abovementioned Holiday Home and		
	i) have day-to-day management of the Holiday Home;		
	ii) may be contacted at any time in any 24 hours; and		
iii) will respond, within a reasonable time but in any event within 24 hours, to any contact or request relating to the Holiday Home.			
Signature of Manager:			
Company Name & Contact Details (if applicable):			

OR

Acting Manager Declaration (Acting Manager details must be completed and signed by Acting Manager)	Family name:		
	Other names:		
	Postal address	No.:	Street name:
		Suburb:	Postcode
	Phone numbers: (H)		(W)
	(Mob)		(Fax)
	(Email)		
	I declare that I accept the appointment of Acting Manager of the abovementioned Holiday Home and		
	i) will undertake all functions of the Manager during the following time periods: _____;		
	ii) have day-to-day management of the Holiday Home;		
iii) may be contacted at any time in any 24 hours; and			
iv) will respond, within a reasonable time but in any event within 24 hours, to any contact or request relating to the Holiday Home.			
Signature of Acting Manager:			
Company Name & Contact Details (if applicable):			

