



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

APPLICATION FOR REGISTRATION OR APPLICATION FOR RENEWAL OF REGISTRATION OF A HOLIDAY HOME

Local Government Act 1995

City of Busselton Holiday Homes Local Law 2012

To	Local Government: City of Busselton
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Applicant/s	Family name:			
	Other names:			
	Postal address	No.:	Street name	
		Suburb		Post code
	Phone numbers: (H)		(W)	
	(Mob)		(Fax)	
	(Email)			

Land on which the Holiday Home is situated	Address: or Land Description:		
	Suburb	Postcode	

Name of Holiday Home (if applicable)	
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No. of bedrooms proposed to be used for accommodation:

Maximum number of occupants to be accommodated at any time in the holiday home:

No. of onsite car parking bays available at the premises:

Does the Holiday Home have a swimming pool?

Land owner/s (1. Only necessary if applicant does not own the land referred to above). (2. 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:

Manager Declaration (Manager details)	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):			

Acting Manager Declaration (Acting Manager details)	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):			

Notes

The documents below need only be attached to an application if the application is for a **new Holiday Home** or if the documents have been requested by Council.

Application Details:

check list

The following must be included with every Application for Registration of a Holiday Home

- a) a site plan of the premises showing the location of the following:
 - (i) On-site parking bays;
 - (ii) Swimming pools or spas;
- b) a floor plan of the holiday home showing the location of the following;
 - (i) Bedrooms to be used for accommodation;
 - (ii) Bathrooms to be used by occupants of the holiday home;
- c) the location and title details of the holiday home.



Fees

Application for Registration of a Holiday Home:	\$328
Application for Renewal of Registration of a Holiday Home	\$219

Holiday Home address:

PAYING BY CREDIT CARD

Please complete this authority and return it to: CITY OF BUSSELTON, Locked Bag 1, BUSSELTON WA 6280

TICK ONE BOX	<input type="checkbox"/>		<input type="checkbox"/>		
CARD NUMBER	<input style="width: 25px; height: 20px;" type="text"/>	<input style="width: 25px; height: 20px;" type="text"/>	<input style="width: 25px; height: 20px;" type="text"/>	<input style="width: 25px; height: 20px;" type="text"/>	
EXPIRY DATE	____/____/____				
AMOUNT	\$_				
CARD HOLDER'S NAME	<input style="width: 100%; height: 20px;" type="text"/>				

	CARD HOLDER'S SIGNATURE				
	_____/_____/____				
	DATE				

