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IAR.064.1.01/07/2026

[Regs. 41 and 42] FORM 1

Caravan Parks and Camping Grounds Act 1995, sec 7(1)a)

APPLICATION FOR GRANT OR RENEWAL OF CARAVAN PARK & CAMPING GROUNDS LICENCE

To:	**CITY OF ALBANY**
Facility name:	

APPLICANT/S [Each applicant to provide details]	Family Name:			
	Other names:			
	Postal address	No.:	Street	
		Suburb:		Postcode:
	Phone numbers: (H):		(W):	
	Fax number:		Email:	

LAND ON WHICH THE FACILITY IS SITUATED	**ADDRESS** **or** **LAND** **DESCRIPTION:**

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.]**	Family name:			
	Other names:			
	Postal address:	No:	Street:	
		Suburb:		Postcode:
	Phone numbers: (H):		(W):	
	Fax number:		Email:	

	Number of Sites
Long Stay:	
Short Stay:	
Camp Sites:	
Overflow Sites:	

Declaration **[making a false statement may be an offence]**	I/WE declare that all details in this form are true and correct.	
	Signature of applicant/s:	Date:

Notes

Documents to be attached [Not necessary if application is for renewal of licence]	1. The written approval of the owner of the land referred to in this form for the applicant/s to make this application, or proof that the applicant/s is/are the owner/s of that land.
	2. A plan of the proposed facility showing — (a) the sites, and where applicable, denoting the types of sites; (b) the buildings; (c) the roads and paths; (d) the drainage and waste water disposal systems; and (e) (e) the location of fire hoses, fire hydrants and extinguishers.
Only necessary for application for nature based park licence	3. A management plan containing details about these matters in relation to the facility: (a) market segment; (b) the amenities that are proposed to be provided, or not provided, at the facility; (c) site planning; (d) environmental impact and sustainability; (e) waste management; (f) traffic management; (g) risk management; (h) (h) length of stay of occupiers.

***** DISCLAIMER *****

This information contained in this document is a guide only. Verification with original Local Laws, Acts, Planning Schemes, and other relevant documents is recommended for detailed references. The City of Albany accepts no responsibility for errors or omissions.

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We handle your information in line with the *Privacy and Responsible Information Sharing Act 2024*. Your information is stored securely, kept only as long as needed, and may be shared with other government agencies if required or permitted by law.

You can request access to or correction of your personal information at any time.

Contact:
City of Albany Privacy Officer
Phone: 08 6820 3000
Email: prisproject@albany.wa.gov.au