



## Information for record of residential parks

Manufactured Homes (Residential Parks) Act 2003

This form is effective from 22 August 2019

Every park owner must complete this form to give the Department of Housing and Public Works prescribed information about their residential park.

### Warning

It is an offence under the *Manufactured Homes (Residential Parks) Act 2003* (the Act) if a park owner does not provide the required information. Penalties apply.

This form must be completed within 28 days of opening the residential park. This form must also be completed and provided to the Department of Housing and Public Works within 28 days following a change in information previously provided to the Department of Housing and Public Works.

### Instructions

Please complete this form in BLOCK letters. Attach extra pages if needed. Give all references to dates as DD/MM/YYYY.

If you need help completing this form, please contact the Department of Housing and Public Works on 13 QGOV (13 74 68).

I am submitting this form to:

- provide information about a new or existing residential park
- update information previously provided about my park.

If you would like more information, contact the Department of Housing and Public Works on 13 QGOV (13 74 68) or visit our website at [www.hpw.qld.gov.au](http://www.hpw.qld.gov.au)

#### Regulatory Services (Department of Housing and Public Works)

Regulatory Services administers the *Manufactured Homes (Residential Parks) Act 2003*. This includes investigating complaints and alleged breaches of the Acts.

Department of Housing and Public Works

GPO Box 690, Brisbane, QLD 4001

Phone: 07 3008 3450

Email: [regulatoryservices@hpw.qld.gov.au](mailto:regulatoryservices@hpw.qld.gov.au)

Website: [www.hpw.qld.gov.au/housing](http://www.hpw.qld.gov.au/housing)

### Residential park

Park name ..... Park manager name .....

Park address .....

Suburb ..... State  Postcode

Park postal address .....

Suburb ..... State  Postcode

Number of manufactured home sites provided in the park .....

#### Signature of park owner/manager

##### Park owner/manager

Signatory (print name) .....

Contact number ..... Email address .....

Signature .....

Date signed  /  /   
D D / M M / Y Y Y Y

##### Company director

Signatory (print name) .....

Contact number ..... Email address .....

Signature .....

Date signed  /  /   
D D / M M / Y Y Y Y