



## Termination notice—by mutual agreement

*Manufactured Homes (Residential Parks) Act 2003*

This form is effective from 5 September 2014

### Warning

**Before signing this form, seek independent professional advice from a solicitor, community legal service or financial adviser.**

It is an offence under the *Manufactured Homes (Residential Parks) Act 2003* (the Act) for a park owner or manager to coerce (try to force) or attempt to coerce a home owner to terminate a site agreement. Significant penalties apply.

It is an offence under the Act for a park owner or manager to agree to terminate a site agreement using this form before or on the same day as entering into the site agreement. Significant penalties apply.

A home owner (or home owners) and the park owner/manager complete this form when both parties agree to terminate the site agreement.

### Instructions

After this form has been signed by both parties, the home owner/s must give the park owner/manager vacant possession of the site on or before the agreed date.

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)**.

### Part 1—Home owner (to be completed by home owner/s)

<b>Home owner/s</b> Name/s of home owner/s	Person 1 Preferred title <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss    Other (specify) ..... First name .....    Last name .....
	Person 2 Preferred title <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss    Other (specify) ..... First name .....    Last name .....
<b>Site and park</b>	Park name ..... Site number (if applicable) ..... Street name within park (if applicable) ..... ..... Park address ..... ..... Suburb .....    State <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Postcode <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

**Part 1—Home owner (to be completed by home owner/s) continued**

**Signature/s of home owner/s**

**Note:** The person witnessing the signature/s must not be an associate or relative of the park owner/manager.

I/We agree to terminate the site agreement to be effective at midnight on

/  /  (date)  
D D / M M / Y Y Y Y

Date of this notice  /  /   
D D / M M / Y Y Y Y

Signature 1 .....

Name (please print) .....

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

Signature 2 .....

Name (please print) .....

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

Signature of witness .....

Name (please print) .....

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

**Part 2—Park owner/manager (to be completed by park owner/manager)**

**Park owner/manager**

Name of park owner/manager .....

**Signature of park owner/manager**

I/We agree to terminate the site agreement to be effective at midnight on

/  /  (date)  
D D / M M / Y Y Y Y

Date of this notice  /  /   
D D / M M / Y Y Y Y

Signature .....

Name (please print) .....

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

## Further information

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)**

### **Residential Services Unit**

The Residential Services Unit regulates 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: [residentialservices@hpw.qld.gov.au](mailto:residentialservices@hpw.qld.gov.au)  
Website: [www.hpw.qld.gov.au/housing](http://www.hpw.qld.gov.au/housing)

### **The Park and Village Information Link (PAVIL)**

Specialist service providing free information and legal assistance for residents and prospective residents of retirement villages and manufactured home parks in Queensland.

Caxton Legal Centre Inc.  
1 Manning Street, South Brisbane, QLD 4101  
Phone: 07 3214 6333  
Email: [caxton@caxton.org.au](mailto:caxton@caxton.org.au)  
Website: [www.caxton.org.au](http://www.caxton.org.au)

### **Seniors Legal and Support Services Centres**

These centres provide free legal and support services for seniors concerned about elder abuse, mistreatment or financial exploitation.

Caxton Legal Centre Inc.  
1 Manning Street, South Brisbane, QLD 4101  
Phone: 07 3214 6333  
Email: [caxton@caxton.org.au](mailto:caxton@caxton.org.au)  
Website: [www.caxton.org.au/sails\\_slass](http://www.caxton.org.au/sails_slass)

### **Queensland Civil and Administrative Tribunal (QCAT)**

This independent decision-making body helps resolve disputes and reviews administrative decisions.

GPO Box 1639, Brisbane, QLD 4001  
Phone: 1300 753 228  
Email: [enquiries@qcat.qld.gov.au](mailto:enquiries@qcat.qld.gov.au)  
Website: [www.qcat.qld.gov.au](http://www.qcat.qld.gov.au)

### **Queensland Law Society**

Find a solicitor  
  
Law Society House  
179 Ann Street, Brisbane, QLD 4000  
Phone: 1300 367 757  
Email: [info@qls.com.au](mailto:info@qls.com.au)  
Website: [www.qls.com.au](http://www.qls.com.au)

**Department of Justice and Attorney-General**

Dispute Resolution Centres provide a free, confidential and impartial mediation service to the community.

Phone: 07 3006 2518

Toll free: 1800 017 288

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