



Mobile Homes Act 2013

Mobile Homes (Site Rules) (England) Regulations 2014

Submission of Site Rules to Charnwood Borough Council:

THE SITE:

Address of Site to which the attached rules apply:

.....

Number of residential Park Homes on the above site:

THE SITE OWNER:

Site Owner contact details: Name:.....

Address:

Contact telephone Number:

E-Mail:

DECLARATION THAT THE REQUIRED PROCEDURE HAS BEEN FOLLOWED PRIOR TO SUBMISSION:

In order for site rules to be valid under the above legislation the site owner must follow a required procedure to consult with residents regarding any proposals to change site rules (or for existing site rules to be valid beyond 4th February 2015).

Please read through the “Changes to Site Rules Procedure” document from LEASE Park Home Advice before completing the questions below.

Prior to depositing the site rules with the local authority, I confirm that:

1. I have served a **Proposal Notice** on all occupiers **Yes / No**
Date of the Proposal Notice:

2. I have allowed 28 days from the date of service for the occupiers to respond **Yes / No**

3. I **have not** included proposals which are not allowed under the legislation (these are stated in the Proposal Notice) **Yes / No**

Cont.

4. I considered comments made by occupiers in response to the Proposal Notice (where any were made) and then served a **Consultation Response Document** on all occupiers within 21 days of the last day of the consultation period (even if no responses were received).

i) Responses received: **Yes / No**

ii) Consultation Response Document served: **Yes / No**

Date of the Consultation Response Document:

5. I provided a copy of the site rules that I intended to deposit with the local authority to all occupiers, along with the Consultation Response Document detailed in question 4.

Yes / No

6. I confirm that **I will** notify occupiers of the deposit of site rules within 7 days of lodging the site rules with Charnwood Borough Council.

Yes I have/will / No I have not/won't

7. I confirm that **I have not** received notification from any occupier/s of their intention to appeal the proposed rules to the First-tier Tribunal (Property Chamber).

Yes I have / No I have not

I confirm that the above information provided is a true and accurate record of the procedure I have followed prior to the depositing of the site rules.

Name (Block Capitals): Signed:

Date:

If possible, please submit an electronic copy of the site rules and a scanned copy of this completed and signed submission form to: private.housing@charnwood.gov.uk

Alternatively, please return this form, along with a copy of the site rules to:

Private Sector Housing

Southfields

Southfield Road

Loughborough

Leicestershire

LE11 2TX

If you have any questions regarding the depositing of site rules, please contact the Private Sector Housing Team on (01509) 634651 or LEASE, the independent advisory service on (0207) 8322525