



Application for Transfer of a Site Licence

To: Strategic Housing Department
South Derbyshire District Council
Civic Offices
Civic Way
Swadlincote
Derbyshire. DE11 0AH

Part One – to be completed by the existing licence holder

*[I] [We] being the site licence holder of the caravan site below, hereby apply for the transfer of the caravan site licence to the person(s) stated. *I/we attach the original site licence, together with any copies and conditions attached.

1. Details of Caravan Site	(a) Name of site (b) Address (c) Postcode
2. Site licence number	
3. Details of person(s) to whom the licence is to be transferred	(a) Name(s) (b) Address (c) Tel No. (d) Email
4. Applicant's interest in the land. (<i>Give particulars of lease or tenancy, if any.</i>)	* Owner / Occupier

Date: Signature of Licence Holder(s):

Part Two – to be completed by the new applicant

*[I] [We] request that the site licence for the above caravan site is transferred to ourselves on (*insert date*)..... *I/we confirm that *I/we have not had a site licence which has been revoked at any time within the last three years and that on *I/we will be the occupiers of the land to which the licence exists.

** delete as appropriate*

Date: Signature of Applicant(s):