



## **PALM BEACH CARAVAN PARK**

103 Ethel Street

Sanctuary Point NSW 2540

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### Intent to sell & Holiday Van Sales Checklist

Name of Seller: \_\_\_\_\_ Signature: \_\_\_\_\_

Name of Buyer: \_\_\_\_\_

Site Number: \_\_\_\_\_ Date: \_\_\_\_\_

#### **The seller of the holiday van has / will:**

- Notified the Park Management in writing of their intention to sell their van.
- Left keys (labelled) at Park Office and give permission for prospective buyers to go have a look at their van. Buyers will not be accompanied by Park Staff
- The seller is to arrange with prospective buyers to accompany them when inspecting the van.
- Paid all outstanding fees including \$500 van sale fee( Park Management will complete a Fees and Charges Check)
- A van on an approved Holiday Van Site
- Had a pre-sale compliance inspection & there are no outstanding issues.
- Been supplied with written permission for the sale of the van and annexe/moveable dwelling.
- Notified the park manager that they have a buyer for the van, they have received payment in full, emailed receipt to the Park Manager, handed all keys into the office, notify the changeover date.
- Had an electricity meter read \_\_\_\_\_ done, paid for and reset.

Accommodation Shoalhaven Pty Ltd

ABN: 23 614 985 554

**The new owner has:**

- Signed a Buyer's Declaration Form
- Signed a copy of the Park Rules
- Been issued with a new occupancy agreement
- Provided a Drivers Licence or Photo ID as proof of identity and residential address.
- A copy of Schedule 1 and 2, Disclosure document
- A copy of the Conceptual Development Plan/public plan
- Paid a \$500 admin account fee
- A Current copy of Public Liability insurance
- Paid deposits for all keys and fobs
- A New occupancy Form and a Declaration Form has been signed on \_\_\_\_\_  
(date)

**Permission to Sell Granted**

I, \_\_\_\_\_ (owner) on behalf of Palm Beach Caravan Park grant permission for  
\_\_\_\_\_  
\_\_\_\_\_ (Van Owner) on \_\_\_\_\_ (site number)  
to sell their van, annexe and moveable assets.

COMMENTS:

Signed: \_\_\_\_\_