

Request to Transfer a Residential Park Agreement

Section 18 of the *Residential Parks Act 2026*.

Completing this form does not automatically transfer the agreement. The transfer only takes effect if approved by the park owner or otherwise dealt with in accordance with the *Residential Parks Act 2026*.

Use this form if you are a resident of a residential park and wish to transfer your Residential Park Agreement to another person.

Under section 18 of the *Residential Parks Act 2026*, a resident may request that a Residential Park Agreement be transferred to a person nominated by the resident. The request must be made in writing.

Your transfer may be made conditional on the sale of the dwelling on the site to the proposed new resident. The park owner must not unreasonably refuse the transfer and must respond within 14 days after the request is made, unless a longer period is agreed between the resident and the park owner.

If your transfer request is refused, you may apply to the Tasmanian Civil and Administrative Tribunal (TASCAT) to appeal the decision.

The park owner cannot charge you, or the proposed new resident, for the transfer of the agreement.

Instructions on how to complete the form

1. Complete all sections of the form and provide the details of the person you wish to nominate as the new resident.
2. Ensure the proposed new resident signs the consent section before the form is submitted.
3. Give the completed form to the park owner and keep a copy for your records.
4. The park owner must respond to your request within 14 days after made, unless a longer period is agreed between you and the park owner.

When does the 14 days start?

In the Act, your request is 'made', so when it is delivered to the park owner, not when the park owner opens or reads it. The 14-day period starts on that day, so in the case of:

- Email: the request is delivered when it reaches the park owner's inbox, even if they do not open it until later.
- Hand delivery: the request is delivered when you give it to the park owner, or leave it at their office or with their agent (for example, the park manager).
- Post: the request is delivered when it is posted to the park owner's address for service.

Keep a copy of your sent email, a postage or delivery record, or a note of the date and time of hand delivery, as proof of the date of delivery.

Residential park and park owner details

Residential park details

Name of residential park

Address of residential park

Site number/site description agreement relates to

Park owner details

Name of park owner

Address for service

Email

Phone

Current and proposed new resident details

Current resident details

Name of current resident

Postal address

Email

Phone

Proposed new resident details

Name of proposed new resident

Postal address

Email

Phone

Request to transfer agreement

I request that the Residential Park Agreement for the site identified in this form be transferred from me to the person nominated in this form in accordance with section 18 of the *Residential Parks Act 2026*.

Preferred transfer date (if known)

Resident declaration

I declare that:

- I am the resident named in this form.
- I have requested the transfer of the Residential Park Agreement to the person nominated in this form.
- The information provided in this form is true and correct to the best of my knowledge.

Full name of current resident

Date

Signature

Consent of proposed new resident

I consent to being nominated for the transfer of the Residential Park Agreement referred to in this form. I understand that approval of the transfer is subject to the *Residential Parks Act 2026* and any applicable terms of the Residential Park Agreement.

Full name of proposed new resident

Date

Signature

Acknowledgment of receipt

The Park Owner acknowledges receipt of this Request to Transfer Residential Park Agreement

Date request received

The Park Owner acknowledges that the 14-day response period under section 18 of the *Residential Parks Act 2026* commenced on the date this request was made.

Park owner name or authorised person

Position/capacity

Signature

Date

Park owner response

The park owner:

☐

Approves the request to transfer the Residential Park Agreement.

☐

Refuses the request to transfer the Residential Park Agreement.

If refused, provide the reason for refusal

Signature of park owner

Name of park owner or authorised person

Position/capacity

Signature

Date

'If a Park Owner refuses a request to transfer an agreement, a resident may appeal that decision to the Tasmanian Civil and Administrative Tribunal (TASCAT).

For information about making an application, contact TASCAT or visit the TASCAT website.