

Residential Parks Act 2026 – Disclosure Pack

This is the *Residential Parks Act 2026 – Disclosure Pack* approved by the Director of Consumer Affairs and Fair Trading for the purposes of Section 16(1) of the *Residential Parks Act 2026*. This disclosure pack must be provided to a resident before, or at the time of, entering into a residential park agreement, unless the agreement is for 90 days or less, or the resident has in writing waived the requirement for the material to be provided (section 16(2)(b)).

Critical information

- This Disclosure Pack must be provided before or at the time of entering into the agreement.
- Failure to provide it is an offence under the Act.
- A copy should be retained by both parties.

Information for residents

This Disclosure Information Pack contains important information about the residential park, your site, and your rights and responsibilities under the *Residential Parks Act 2026* and your residential park agreement. The information is provided to help you make an informed decision before entering into a residential park agreement and to ensure you understand the terms and conditions that will apply to your residency.

You should read all information carefully before signing a residential park agreement. If there is anything you do not understand, you should seek clarification from the park owner or operator and consider obtaining independent advice before entering into the agreement.

Instructions on how to complete the form

1. The park owner or operator must complete this Disclosure Information Pack and provide it to a prospective resident before, or at the time at which, a residential park agreement is entered into.
2. After reading and understanding the Disclosure Information Pack, the prospective resident should sign the acknowledgment section. The park owner and the resident should each retain a signed copy for their records.

Identification details

Name of residential park

Address of residential park

Site number / site description

Name of resident(s)

Proposed commencement date

Part A – Charges and services

Details of all charges payable under section 26 and any fee-for-service services.

Important Note: A resident only has to pay for electricity if a park owner provides them with a free account showing how much they are being charged and how it was calculated. If a park owner wishes to charge for any other related matters, they must list each item and its cost separately.

Charge or service	Description	Amount or calculation method	When payable

Part B – Park owner and emergency contact details

Full name of park owner

Address for service of documents

Registered office of park owner (if park owner is a company)

Emergency repairs contact name (to the rented property or park common areas)

Emergency repairs contact phone number

Part C – Exit entitlements

Details of any entitlement payable at the time when the resident ceases to occupy the rented property (excluding any security deposit). Examples include:

- Refund of rent paid in advance — if the agreement ends before the end of a period already paid for.
- Refund of prepaid service charges — if a service paid for in advance has not been fully provided.
- Payment for improvements left on the site — for example a shed, carport, or landscaping that stays on the site.
- Any other amount payable under the agreement or the Act.

Is an exit entitlement payable (other than security deposit)?

☐

Yes

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No

If yes, provide a description of the entitlement, including the amount or calculation method

Part D – Other prescribed information (if any within regulation)

Details of any other prescribed information (if any)

Part E – Other information to be provided to the resident (Section 16)

Resident's right to sell or relocate a dwelling

The park owner is required by law to specify your rights to sell or relocate your dwelling. As you own the dwelling on the site, you may sell it while it remains on the site. Before offering the dwelling for sale, you must tell the park owner in writing and give the park owner the first option to buy it at an agreed market value. If you and the park owner do not reach agreement within 14 days, the park owner's option ends and you may offer the dwelling to other buyers.

The park owner must not hinder, or attempt to hinder, the sale of the dwelling, and must not prevent the resident from displaying a 'for sale' sign on the site or from allowing potential buyers to inspect your dwelling for sale.

Your right to relocate your dwelling arises in particular circumstances set out in the Act — for example, where the park owner ends the agreement because of a change of use or redevelopment of the park, the park owner must offer to relocate the dwelling at their expense (or offer a substitute site or to buy the dwelling).

The Tribunal may also make orders about relocating a dwelling in certain other situations. Please see the legislation for further details.

Insert any other relevant information about sale or relocation of the dwelling you think you should include in the circumstances of this agreement, but must be consistent with the legislation. Examples may include: Location of for sale signage on the property

Part F – Site Condition Report

Condition of the site at or before commencement, including general state of repair.

Area/item	Condition	State of repair	Comments

Part G – Prescribed publications (if any within regulation)

Include any prescribed publication. For example

Publication	Description

Part H – Manuals and written instructions

As the park owner you must supply to the resident a copy of manufacturers' manuals for appliances/devices in common areas available for resident use, or written/oral instructions, before or at commencement of occupation.

Details of manuals and written or oral instructions supplied to resident.

Manual/instructions provided	Description

Part I – Acknowledgement of receipt of this disclosure pack

When this Disclosure Pack was provided

Tick one:

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Provided before the residential park agreement was entered into.

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Provided at the time the residential park agreement was entered into.

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Provided after the residential park agreement was entered into (only permitted if the agreement is for a term of 90 days or less and the resident has waived, in writing, the requirement to receive the pack before entering the agreement).

If provided after the agreement was entered into (complete this section):

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The agreement is for a term of 90 days or less.

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The resident has given written notice waiving the requirement to receive the pack before entering the agreement.

Date that disclosure pack provided

Resident acknowledgement

Resident name

Signature

Date