

**DEPOSIT / VARIATION / DELETION OF SITE RULES**  
**MOBILE HOMES ACTS 1983 AND 2013**  
**MOBILE HOMES (SITE RULES) (ENGLAND) REGULATIONS 2014**

Please use block capitals to complete the form. If there is insufficient space in any part of the form, please use a separate sheet and indicate you have done so.

<b>Please confirm if you are:</b> (please tick relevant box)					
Depositing new site rules		Varying site rules		Deleting site rules	

<b>Details of caravan site:</b>	
<b>Name of site</b>	
<b>Address</b>	
<b>Name of licence holder</b>	
<b>Telephone number</b>	
<b>Email address</b>	

<b>Please confirm the following:</b> (where indicated * please delete as applicable).			
Payment of the fee has been made or enclosed with this form			YES / NO *
Details of date and method by which the <b>Proposal Notice</b> and proposed new site rules were served on all occupiers (please include time if document was served by hand):			
Date			
Method			
Dates of start and end of consultation period:			
Start		End	
Consultation Response Document was served on all occupiers within 21 days of the close of the consultation period (even if no responses were received)			YES / NO *
Appeal period has passed (21 days since Consultation Response Document served) and site licence holder not aware of any appeal made			YES / NO *

No banned rules have been included, as defined by Schedule 5 of the Mobile Homes (Site Rules) (England) Regulations 2014	YES / NO *
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### How to Apply

This completed form and a copy of the site rules should be submitted to:

Email: [licensing@wokingham.gov.uk](mailto:licensing@wokingham.gov.uk)

Wokingham Borough Council, Civic Offices, Shute End, Wokingham RG40 1BN

Phone 0118 974 6000

### Fees

For fees and payment methods please see the licensing page on the council's website  
[www.wokingham.gov.uk](http://www.wokingham.gov.uk)

On receipt of the completed form and fee, the Council will ensure the rules deposited have been made in accordance with the statutory procedure. The site rules document will then be published on the Council's website.

**DECLARATION: I hereby certify that all statements in this form are correct and true to the best of my knowledge.**

<b>Signed</b>	
<b>Print name</b>	
<b>Date</b>	