



**Caravan Sites and Control of Development Act 1960  
Application for a Site Licence**

To: †

[I] [We] hereby apply for a Licence to use the land described below and shown on the attached plan (See Note below) as a site for caravans to be used and laid out as specified below.

1. Name and address of applicant     Telephone number	
2. Applicant's interest in the land. (Give particulars of lease of tenancy. If any).	
3. Address or description of site for which site licence is required.	
4. Acreage of site.	
5. Has the applicant held a site licence which has been revoked at any time in the last three years?	

<p>6. State type of caravan site for which a site licence is required and which seasonal operational dates apply?</p>	<ul style="list-style-type: none"> <li>• Permanent residential .....</li> <li>• Static Holiday .....</li> <li>• Touring caravans .....</li> <li>• Touring Units (caravans and tents) .....</li> <li>• Camping Pods.....</li> <li>• Delete as inappropriate</li> </ul>
<p>7. State maximum number of caravans proposed to be stationed on the site at any one time for the purposes of human habitation.</p>	
<p>8. Give details of the arrangements for:</p> <ul style="list-style-type: none"> <li>a. Main water supply</li> <li>b. Waste water disposal</li> <li>c. Sewage disposal</li> <li>d. Refuse disposal</li> </ul>	
<p>9. Has planning permission for the site been obtained from the Local Planning Authority? If so state:</p> <ul style="list-style-type: none"> <li>a. Date of permission</li> <li>b. Issuing authority</li> <li>c. Date (if any) on which permission will expire</li> </ul> <p>If not has permission been applied for?</p>	

Signature of Applicant.....

Date.....

## Notes:

1. A lay-out plan of the site to a scale of not less than 1/500 should be attached showing the boundaries of the site, the positions of caravan standings, and (where appropriate):

Roads and footpaths

Recreation spaces

Toilet blocks, stores and other buildings

Fire points

Foul and surface water drainage

Parking spaces

Water supply

The plan should distinguish between facilities already provided and facilities proposed.

2. A caravan site already being in use on or before 9 March 1960 does not give any exemption from the requirement of the 1960 Act that planning permission must be obtained before a licence can be issued.

† Insert name of district council in whose area the land is situated.