



**North  
Northamptonshire  
Council**

## **Mobile Home Site Licence**

**REGULATION 12 THE MOBILE HOMES (SITE RULES) (ENGLAND) REGULATIONS 2014**

**NOTICE OF DEPOSIT OF SITE RULES WITH NORTH NORTHAMPTONSHIRE COUNCIL  
(INCLUDING THE VARIATION AND DELETION OF SITE RULES)**

**To: North Northamptonshire Council Central Licensing Administration Unit (CLAU)**

*Please tick the area in which the premises is located:*

Corby  East Northants  Kettering  Wellingborough

1. Licensee details:

Name:  
Address:

Postcode:

Telephone No:

Mobile No:

Email:

*Please note that if an email is provided it may be used for all future correspondence from the unit.*

I\* / We\* (*\*please delete as applicable*) the current licence holder for the caravan site referred to below, hereby deposit the site rules for the following site:

2. Address or description of site for which amendment to current licence is requested:

Postcode:

3. Please indicate whether you are depositing rules for the first time or applying to vary or delete site rules:
- First deposit of site rules
  - Request to delete site rules
  - Request to vary site rules

**The Regulations do prohibit some rules. Please note that your Licensing Authority is unable to accept rules that breach the Regulations.**

4. Date Consultation Response Document was served on your residents: .....
5. Has a resident submitted an appeal to tribunal: YES NO

If YES what was the outcome:

**6. Please ensure that the following documents accompany this notice:**

- Proposed site rules
- Proposal document and the consultation response document served on your residents

Within 7 days of the deposit of these rules you must serve a third prescribed notice Notification of Deposit of Site Rules on all occupiers (defined by section 1 of the Mobile Homes Act 1983, as amended by the Mobile Home Act 2013) and any qualifying residents' association of the site. It may also be published in a prominent place on the site.

Signed: .....

Dated: .....

Print Name: .....

7. The fee for your application is published on the CLAU website:  
[www.northantslicensing.gov.uk](http://www.northantslicensing.gov.uk)

*Please tick:*

- Fee paid** (if paying by debit or credit card):

- To make an internet payment please log on to [www.northantslicensing.gov.uk](http://www.northantslicensing.gov.uk)
- On the Central Licensing Administration Unit homepage select: [Make a payment](#)
- Follow the instructions provided making sure you:



Pay a council bill

Select 'All other Council Bills' followed by 'Licensing Unit' and then use the drop down list to select the appropriate 'Mobile Homes Deposit / Vary Site Rules' for your relevant local authority. Follow the on-line instructions to complete the payment.

- Payments by debit/credit card may also be made by calling our payment line on 01832 742211.

- Application fee **enclosed** (if paying by cheque):

- Cheques to be made payable to NORTH NORTHAMPTONSHIRE COUNCIL and crossed a/c payee.
- We do not accept cash payments.

Please **post** your completed form and accompanying documents to:

NNC Central Licensing Administration Unit (CLAU)  
Thrapston Offices  
Cedar Drive  
Thrapston  
Northamptonshire NN14 4LZ