



Application by owner of a Mobile Home site for a refusal order preventing the occupier from selling the mobile home and assigning the agreement to the proposed occupier.

Schedule 2, Chapter 2, paragraphs 10(3) and (4) of the Mobile Homes (Wales) Act 2013 (“the Act”).

This application form is also available in Welsh. Please contact the tribunal for a Welsh version of this form.

This is the correct form to use if the following conditions are satisfied.

- a) You are a mobile home protected site owner; and
- b) An occupier of a mobile home on the site has served a notice of proposed sale on you under paragraph 10(1) of Schedule 2 Chapter 2 of the Act; and
- c) You want the tribunal to grant a refusal order preventing the occupier from selling the mobile home and assigning the agreement to the proposed occupier.

IMPORTANT INFORMATION ON TIME LIMITS

- 1) You must apply to the Tribunal within the period of 21 days beginning with the date on which you received the notice of the proposed sale (paragraph 10(3)(a)(i) of Schedule 2 Chapter 2) and
- 2) You must within that 21 day period, give notice to the occupier that you have applied to the Tribunal for a refusal order. (Paragraph 10(3) (a) (ii) of Schedule 2 Chapter 2.) Failure to do so will mean that your application will be treated as not having been made. (Paragraph 10(4) (a) of Schedule 2 Chapter 2.)

Note to Applicants

Applicants are advised that any information that they provide to the Tribunal may be recorded in a decision document. All decisions made by the Tribunal are open to the public

Documents

You must send the following document(s) (“required document(s)”) with this application:

- A copy of the agreement between the Mobile Home owner and the site owner.
- A copy of the notice of proposed sale served upon you by the occupier.
- A copy of the notice that you have sent to the occupier informing them of your application to the tribunal for a refusal order
- A copy of any relevant correspondence that you have given or received in connection with the question to be determined.

Failure to send any required document(s) might make this application invalid. Please do not send any other documents at this time. If and when further documents, information or evidence are needed, you will be asked to send them separately.

Application Fee

Unless you are entitled to a waiver or reduction, you must send the Application Fee with the application and the required documents. The amount of the application fee will depend on the number of pitches or Mobile Homes to which this application relates.

Number of pitches or Mobile Homes to which this application relates	Application Fee
Where the application relates to one pitch or Mobile Home	£155
Where the application relates to two pitches or Mobile Homes	£205
Where the application relates to three or four pitches or Mobile Homes	£410
Where the application relates to five or more pitches or Mobile Homes	£515

The fee must be paid by crossed cheque or a postal order made payable to the “National Assembly for Wales”. Do not send cash under any circumstances. Cash payments will not be accepted.

Please note:

If you do not send the correct fee payable to the “National Assembly for Wales” or if you send cash, the application and the cash will be returned to you at your risk.

Waiver of Fees

If the Applicant(s) or the partner(s) of any Applicant(s) is/are in receipt of certain income-related benefits, the Application Fee may be waived or reduced. To claim a waiver or reduction in the Application Fee, the Applicant(s) in receipt of such benefit or Applicant(s) whose partner(s) is/are in receipt of such benefit must complete a waiver application form which can be obtained from the Residential Property Tribunal. This will not be copied to the other parties.

Language Preference

The Residential Property Tribunal welcomes receiving correspondence in Welsh or English. Any correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding. The Tribunal also welcomes phone calls in Welsh or English.

You may submit forms, documents and make written representations to the tribunal in Welsh or English.

Please inform the tribunal of your language preference by completing box 3 below.

It is important that you read the notes above carefully before you complete this form.
Please write clearly in BLACK ink.

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1. DETAILS OF SITE

Address of Site:	
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2. DETAILS OF APPLICANT SITE OWNER

Name:	
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Address (including postcode):	
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Address for correspondence (if different):	
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Telephone:

Day:

Evening:

Mobile:

Email address:

Name and address and details of agent/representative (if relevant)

Where details of an agent/representative have been given, all correspondence and communications will be with them until the Tribunal is notified that they are no longer acting for the applicant(s).

3. LANGUAGE PREFERENCE

Please indicate your language preference:

Written correspondence? Welsh / English (please delete as appropriate)

Verbal communication? Welsh / English (please delete as appropriate)

Do you wish to speak Welsh in any legal proceedings that may result from this application i.e. tribunal hearing or pre-trial review?

Yes / No (please delete as appropriate)

4 DETAILS OF RESPONDENT OCCUPIER

Name:	
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Address of premises to which agreement to occupy relates (<i>including postcode</i>):	
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Address for correspondence (if different):	
--------------------------------------------	--

Telephone:

<i>Day:</i>

<i>Evening:</i>

<i>Mobile:</i>

Email address:

5. DETAILS OF AGREEMENT AND OCCUPIER'S NOTICE OF PROPOSED SALE AND ASSIGNMENT.

Date of agreement _____

Parties to the agreement

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Date of receipt of occupier's notice of proposed sale and assignment of agreement _____

Please enclose:

A copy of the agreement

A copy of the occupier's notice together with all other prescribed documents and information received from the occupier

A copy of any correspondence that you have sent or received in connection with the subject matter of this application

6. GROUND OF APPLICATION

The ground on which an application for a refusal order may be made is that, if the proposed occupier were to become the occupier, that person, or a person intending to reside with the proposed occupier, would breach a pre-commencement rule or site rule for one of the reasons below. (Please tick the appropriate box(s) indicating the reason(s) on which you rely.)

- By reason of age
- By keeping animals that are of a description specified in the rule;
- By parking vehicles on the site that are of a description specified in the rule, or
- By parking a number of vehicles on the site, in excess, of the number specified in the rule.

Have you given notice to the occupier of your application to the Tribunal? Yes No

If Yes, please enclose a copy of your notice and specify the date on which you gave that notice to the occupier including evidence of how it was given.

7. NOTICE TO OCCUPIER TO TRIBUNAL

Have you given notice to the occupier of your application to the tribunal? Yes No

If Yes, please enclose a copy of your notice and specify the date on which you gave that notice to the occupier including evidence of how it was given.

8. CAN WE DEAL WITH YOUR APPLICATION WITHOUT A HEARING?

It is possible for your application to be dealt with entirely on the basis of written representations (“paper determination”) BUT ONLY IF:

- The tribunal thinks it is appropriate and
- No party requests a hearing.

Even if you agree to paper determination

The Tribunal may nonetheless decide that an oral hearing is necessary.

You or any other party may still ask for an oral hearing at any time before the determination is made.

Do you agree to this application being determined without an oral hearing? Yes No

Please ensure that you complete this form in full on the assumption that there will be an oral hearing.

9. AVAILABILITY

If there are any dates or days we must avoid during the next three months (either for your convenience or the convenience of any witness or expert you may wish to call) please list them here.

Dates on which you will NOT be available:

Date: _____ Date: _____ Date: _____

Date: _____ Date: _____ Date: _____

10. VENUE REQUIREMENTS

Please provide details of any special requirements you or anyone who will be coming with you may have (e.g. wheelchair access, presence of an interpreter). It will assist the Tribunal in making the arrangements if it has been made aware of your needs.

11. STATEMENT OF TRUTH

I believe that the facts stated in this application are true.

Signed: _____

Name (in capitals) _____

Capacity (if appropriate)(eg Director, Solicitor): _____

Date: _____

CHECK LIST

Please check that:

- You have completed this form IN FULL.
- You have enclosed all the required documents.
- You have enclosed the appropriate fee.

The Tribunal will not process your application if you have not done so.

If you have any questions about how to fill in this form or the procedure the Tribunal will use, please contact the Residential Property Tribunal on 0300 025 2777 or e-mail rpt@gov.wales

The Residential Property Tribunal will not accept applications by FAX or Email.

Please send the completed application form, the fee and the required documents to:

Residential Property Tribunal
1st Floor, West Wing
Southgate House
Wood Street
Cardiff
CF10 1EW