



Application by site owner for a determination that the owner may require an occupier to re-site the occupier's home temporarily to another pitch on the protected site.

Mobile Homes (Wales) Act 2013 ("the Act"). Schedule 2, Chapter 2 paragraph 14 and Schedule 2 Chapter 4, paragraph 44(1)(a).

THIS FORM RELATES TO MOBILE HOME SITES IN WALES ONLY INCLUDING PERMANENT PITCHES ON LOCAL AUTHORITY GYPSY AND TRAVELLER SITES IN WALES.

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 you are a Mobile Home protected site owner and you wish to apply to the Tribunal for approval to enable you to require the occupier of a Mobile Home to re-site the home temporarily to another pitch ("the other pitch") on the protected site to enable you to carry out essential repair or emergency works.

Please note the Tribunal must be satisfied that:

1. The other pitch is broadly comparable with the occupier's original pitch, and
2. It is reasonable for the Mobile Home to be stationed on the other pitch for that period.
3. The urgency of the need to carry out essential repair or emergency works is such that it is impracticable to make an application to the Tribunal before the Mobile Home is re-sited, and the other pitch is broadly comparable to the occupier's original pitch.

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.

Time limits

Where the Mobile Home has been re-sited by the site owner on an urgent basis then the site owner must make an application to the Tribunal immediately (Paragraph 14(2), Schedule 2, Chapter 2 of the Act.) (Not applicable to local authority Gypsy and Traveler sites).

Documents

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

- A copy of any document that specifies the reason for requiring the Mobile Home occupier's right to station the Mobile Home be exercisable for any period in respect of another pitch, providing the description, amenity and size of both the existing and the proposed alternative pitch.
- A copy of the agreement with the Mobile Home occupier relating to the existing pitch and a copy of the draft agreement relating to the alternative pitch.
- A copy of any documents served on the Mobile Home occupier giving notice of your intention to make this application.
- In the case of essential repairs or emergency works to be carried out by the site owner, details of those repairs or works and why they can only be carried out if the mobile home is moved to another pitch.

- Any other relevant documents supporting the application.

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.

MH13

1. DETAILS OF MOBILE HOME AND SITE

Address of mobile home
and site:

2. DETAILS OF APPLICANT

Name:

Address (including postcode):

Address for correspondence (if
different):

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:

Address of Respondent
Occupier (*including postcode*):

Telephone:

Day:

Evening:

Mobile:

Email address:

5. ADDITIONAL INFORMATION AND DETAILS OF THE OTHER PITCH

Please provide the description, amenity and size of the existing pitch.

Please provide the description, amenity and size of the other pitch.

Please specify the reasons for requiring the Mobile Home occupier to re-site his/her home, the nature of the essential repair or emergency works and the period of the re-siting proposed.

In relation to pitches on local authority gypsy and traveller sites please provide details of the access to health and education services required by the occupier on the other pitch which are broadly comparable to the health and education services required by the occupier on the original pitch.

Please enclose (and tick box):

A copy of the proposed agreement relating to the other pitch.

The notification, if any, served on the occupier specifying the site owner's intention to make this application to the Tribunal.

Please note: The Tribunal must be satisfied that the other pitch is broadly comparable to the occupier's original pitch and that it is reasonable for the mobile home to be stationed on the other pitch for that period and that in respect of the need for essential repair or emergency works that the Tribunal is satisfied of the urgency of that need.

6. 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.

7. 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:

8. 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.

9. 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
Oak House
Cleppa Park
Celtic Springs
Newport
NP10 8BD**