



INVERLOCH SURFSIDE

CABIN/CARAVAN MODIFICATION OR INSTALLATION REQUEST

Site _____ Name _____ Mobile _____

This form is to be completed by the site holder and returned to park management. No work is to be carried out until such time that park management has given approval in writing by way of returning a signed copy of this request for the attached work to be carried out. Management may if it feels necessary consult any affected neighboring sites for comments prior to approval.

Intend to install: (please tick)

- Outdoor blinds [] Deck/Awning [] Pavers [] Clothes line []
Steps [] Painting [] Air Con [] Other []
Screens [] Shed [] Concrete [] Please specify

Description of work

Colour
Brand
Style
Supplier

Trades engaged

Name _____ Mobile _____
Name _____ Mobile _____

Sketch including dimensions

Large empty box for sketch including dimensions

To be completed by Park Management

Date _____ Name _____

Approved []

Rejected []

Work must be carried out between or completed by _____

More info required []



INVERLOCH SURFSIDE

your holiday retreat

Please advise all trades persons that will be carrying out work on your behalf of our office hours. Our office hours are posted on the contacts page of our web site and updated as necessary.

Keys will not be handed out to trades persons unless we have been advised prior by the site holder that they will be arriving.

Any work that is carried out, that has not been formally approved may be removed or rectified by park management at the site holder's expense. Trades persons will be asked to stop all works if we do not hold an Approved Cabin/Caravan Modification or Installation Request.

No building work is to be carried out during the following periods:

23rd December – 1st February

Spring/Summer - Public holidays, Weekends, School holidays

Easter

All electrical and plumbing work must be carried out by a registered tradesman. The issued compliance certificate must be supplied to the office once the work is complete.

Where painting is to be carried out please specify areas to be painted and colours.

Any work that you intend to carry out yourself must be of a standard that will be acceptable by park management. Please consider using qualified trades persons.

PARK RULES FOR ANNUALS

The rules outlined below have been created to help ensure that you and your fellow occupants obtain the maximum benefit and enjoyment of staying at Inverloch Surfside.

Ball Games: Ball games are not allowed in the playground area, in or around the amenities block, or within close proximity of a caravan or cabin. Please use the grassed oval area.

Bikes, Skateboards, Scooters & Rollerblades:

- **Bike helmets are compulsory by law!**
- There must be **no wheels ridden in the park from when the street lights come on at dusk, this applies to adults also.** No riding to amenities at night.
- Nor may they be ridden on concrete areas in or **around the amenities block, office, or BBQ area.**
- Failure to comply with above will result in immediate confiscation for 24 hours.

Supervision of Children: Parents must be responsible for their children and their actions, and sufficient supervision must be maintained so as to ensure their child's safety. It is your responsibility **not management** to look after them and ensure they follow the rules.

Rubbish Skips: Only household rubbish to be placed in skips. Large items to be taken home or to local tip (local tip open Sat, Sun & Mon) Failure to comply will result in additional costs to site holder.

Alternatively call Shane on 0478 472743 (Jims Rubbish Removal) to arrange pickup.

Motor Vehicles: The Park speed limit **is strictly 5km/hr** - i.e. walking pace.

Pets: No pets are allowed in the Park.

Communal Facilities:

- Dishes **must not** be washed in the laundry trough, baths or hand basins.
- Washing must be promptly removed from the washing machines, dryer or clothesline upon the completion of washing or drying.
- **Wetsuits** are not permitted in the amenities block

Principal Site Occupants: Persons under 18 years of age must not be left in charge of a caravan/cabin.

Visitors:

- Site occupants are responsible for ensuring that all visitors are registered at the office prior to or on **arrival.**
- Day visitors that remain beyond 10.00pm will incur an overnight fee.
- Site occupants are responsible for their visitors' behaviour.

PARK RULES CONTINUED

The rules outlined below have been created to help ensure that you and your fellow occupants obtain the maximum benefit and enjoyment of staying at Inverloch Surfside.

Noise: Noise should not be excessive at any time, and must be kept to a minimum between 10.00pm and 8.00am.

Fires: Campfires are not permitted in the park.

Maintenance of and Modifications to Caravans/Cabins: Site Occupants may not extend, alter, modify, paint or attach any fixtures to any site or dwelling within Inverloch Surfside without first obtaining written approval from Management.

Tidiness of Sites:

- Site Occupants must ensure that their caravan/cabin presents in a neat and tidy manner at all times.
- Items such as bikes, boards etc may be stored at Site Occupants' own risk under the caravan/cabin, however these items must not be visible from the road. Anything visible will be assumed to be rubbish and removed by Management.
- Approved materials to create a screen to hide items are encouraged.

When Site Not in Use:

- When a site is not being used, all items must be securely put away. Being a coastal area we do experience **Gail force winds**.
- **One outdoor setting and BBQ** may be stacked outside provided they are close to the front wall of the caravan or cabin, and if covered, the cover must neat and of good quality. Items left in an untidy manner may be removed by Management.
- Only permanent awnings may be left erected, all temporary shading, metal poles, etc must be taken down prior to departure.
- Above ground hoses and power leads also must be removed prior to departure

Smoking: All Inverloch Surfside buildings and facilities are smoke free including the amenities block, laundry, BBQ and playground areas. If you choose to smoke in other areas of the Park, please ensure that **all cigarette butts are appropriately disposed of**.

Gardens: Personal gardens are not permitted on sites. Management agrees that trees and gardens enhance the Park, and are committed to improving the Park's grounds. However it is important to understand that personal gardens are left unattended for long periods, and commonly become malnourished and thus untidy.

Fish Cleaning: Please gut and clean your fish before re-entering the Park – such activity is not permitted within the Park.

STOP, LOOK & LOOK AGAIN BEFORE REVERSING