

CHANGE OF OCCUPANCY FORM – BOATSHED TRANSFER

This form is to confirm that the Licensee has been paid the full amount of the purchase price by the Purchaser to occupy Boatshed:

BOATSHED ADDRESS:			
Rate Notice PROPERTY NO:		has been transferred from:	
CURRENT LICENSEE 1:			
HOME ADDRESS:			
SUBURB:		POST CODE:	
MOBILE NUMBER:		EMAIL:	
CURRENT LICENSEE 2 (IF APPLICABLE):			
HOME ADDRESS:			
SUBURB:		POST CODE:	
MOBILE NUMBER:		EMAIL:	
To:			
PURCHASER 1:			
HOME ADDRESS:			
SUBURB:		POST CODE:	
MOBILE NO:		EMAIL:	
PURCHASER 2 (IF APPLICABLE):			
HOME ADDRESS:			

PURCHASE PRICE:	\$		
SUBURB:		POST CODE:	
MOBILE NO:		EMAIL:	

Strategic Property Management – CHANGE OF OCCUPANCY FORM – Boatshed Transfer

CURRENT LICENSEE 1 SIGNATURE:	
CURRENT LICENSEE 2 SIGNATURE:	
PURCHASER 1 SIGNATURE:	
PURCHASER 2 SIGNATURE:	
DATE OF TRANSFER:	/ / 20
WITNESS (PRINT NAME):	
SIGNATURE OF WITNESS:	

Please **initial** below to acknowledge that you understand the ownership and associated responsibilities of the boatshed remain with the current Licensee until the Property Department receives proof of Public Liability Insurance cover or confirmation of WBA membership from the Purchasers.

At this time, the transfer will be formalised by Council, and completed transfer documentation will be forwarded to the Purchaser.

CURRENT LICENSEE 1:	()	PURCHASER 1:	()
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CURRENT LICENSEE 2:	()	PURCHASER 2:	()
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*Please note that Council will not proceed with a licence transfer if the purchase price has **NOT** been paid in full.