

# Lodging House Application Form



To: Manager Community & Environmental Health

Proprietor(s) Name

Proprietor(s) Address

Phone

Mobile

Being the proprietor of the lodging house situated at:

Address (of Lodging House)

**Hereby apply for the following** *(please tick appropriate box)*

New Licence

Renewal of Licence

Transfer of Licence

The following supporting information is to be provided

- ❖ Total number of persons to be residing on site at any one time
- ❖ Total number of current residents
- ❖ Total number of bedrooms on premises
- ❖ Total number of toilets on premises
- ❖ Total number of bath(s) / shower(s) on premises
- ❖ Dimensioned floor plan of the premises drawn at a scale of not less than 1:100 including all room dimensions and use of each room or space.\*

Contact name(s) for person(s) responsible for the regular cleaning of common areas such as hallway(s), kitchen(s), bathroom(s), toilet(s), laundry, front and back yards.

Name of person(s) responsible

Contact Phone No.

Name of person(s) responsible

Contact Phone No.

Signature of Proprietor(s)

Signature of Proprietor(s)

Date

\* A floor plan will only be required by Council for new applications or where alterations to the building have occurred since the issue of the last license for the premises