

Caravan Sites and Control of Development Act 1960 as amended by  
the Mobile Homes Act 2013

## Application for Variation of a Caravan Site Licence

Please complete and submit your form to: [privatesectorhousing@cheltenham.gov.uk](mailto:privatesectorhousing@cheltenham.gov.uk)  
or post to: Private Sector Housing, Cheltenham Borough Council, Municipal Offices,  
Promenade, Cheltenham, GL50 9SA

SITE LICENCE NUMBER			
SITE NAME			
SITE ADDRESS			
POST CODE		TEL. No.	

LICENCE HOLDER			
NAME			
ADDRESS			
POST CODE		TEL. No.	
EMAIL			

MANAGER (if different from above)			
NAME			
ADDRESS			
POST CODE		TEL. No.	
EMAIL			

**DETAILS OF VARIATION REQUESTED**

*Please provide all information relating to the nature of the variation requested and the reasons for variation. Attach copies of any relevant documentation e.g. site licence conditions, site plan, planning permission, certificate of lawfulness etc*

I wish to apply for the variation detailed above to be made to the conditions attached to the above Caravan Site Licence

**Signed:** \_\_\_\_\_  
Licence Holder

**Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**FEES**

The cost of the variation is determined with in the Mobile Homes Fee policy published at: [https://www.cheltenham.gov.uk/info/9/housing/81/mobile\\_home\\_sites](https://www.cheltenham.gov.uk/info/9/housing/81/mobile_home_sites)

*Following receipt of the application you will be invoiced for the fee applicable. Consideration of the application will be undertaken following receipt of the fee.*