



**Macedon
Ranges**
Shire Council

Environmental Health Services

ABN 42 686 389 537 – PO BOX 151, KYNETON VIC 3444
T 03 5422 0333 – F 03 5422 3623 – mrsc@mrsc.vic.gov.au – www.mrsc.vic.gov.au

Transfer of registration of prescribed accommodation

Fee: \$280

I/we the undersigned hereby apply to transfer the registration under the provisions of the Public Health & Wellbeing Act 2008.

Current MRSC Registration No: _____ Date of transfer: _____

Trading name of premises: _____

Type of premises: _____

Premises details

Address: _____

Town: _____ Postcode: _____

Contact person: _____

Telephone: _____ Mobile: _____

Fax: _____ Email: _____

Trading name of premises (if any): _____

Number of bedrooms available: _____

Number of people to be accommodated: _____

Type of prescribed (business) accommodation:

☐ residential
accommodation

☐ holiday camp
☐ rooming house

☐ hotel/motel
☐ student dormitory

☐ hostel

☐ Other (specify below)

Privacy

The collection and handling of personal and health information is in accordance with Council's Privacy Policy which is displayed on Council's website, mrsc.vic.gov.au/privacy and available for inspection at or collection from Council's customer service centres.

Existing proprietor's details

Surname: _____ First name: _____
Company name (as per ABN): _____
ABN: _____
Postal Address: _____
Town: _____ Postcode: _____
Telephone: _____ Mobile: _____
Fax: _____ Email: _____

New proprietor's details

Surname: _____ First name: _____
Company name (as per ABN): _____
ABN: _____
Postal Address: _____
Town: _____ Postcode: _____
Telephone: _____ Mobile: _____
Fax: _____ Email: _____

I/we understand and acknowledge that:

- ☐ The information provided in this application is true and complete to the best of my knowledge; and that this application forms a legal document and penalties exist for providing false or misleading information.

Existing Proprietor's Signature: _____ Date: _____
New Proprietor's Signature: _____ Date: _____

Payment options

- **In person:** present this form and payment (cash, cheque/money order, EFTPOS or credit card) at one of our customer service centres.
- **Phone:** call our customer service team on (03) 5422 0333 (Mastercard and Visa accepted)
- **By Mail:** cheque or money order – payable to Macedon Ranges Shire Council. Mail this form and payment to PO BOX 151, KYNETON VIC 3444