

Manufactured homes Form 16



Residential Park Comparison Document

Manufactured Homes (Residential Parks) Act 2003

This form is effective from 20 February 2025

Important

About this document

The Residential Park Comparison Document assists prospective manufactured home owners compare residential parks by providing general information about a park and their facilities and services, including the costs of moving into, living in and leaving the residential park. It is not intended to provide information about individual manufactured homes within a park. It doesn't form advice or guidance, and any prospective home owner is encouraged to seek independent financial and legal advice.

Key things to know about residential parks

Manufactured homes in residential parks are a form of housing where manufactured home owners own their dwelling and position them on sites in a residential park owned by a park owner. Home owners enter into a site agreement with the park owner for the use of the land and communal facilities, services and amenities and pay the park owner site rent.

Buying a manufactured home is a significant commitment, and when you enter into a site agreement you are agreeing to continue paying site rent for as long as you own the home, or until you remove the home from the site in the park.

In a residential park, **site rents can increase at regular intervals based on the terms of your site agreement** and subject to legislation on site rent increases in the *Manufactured Homes (Residential Parks) Act 2003*.

You should carefully consider whether you can afford the ongoing expenses of living in the residential park, and how this will increase over time. You are strongly encouraged to seek independent financial and legal advice from an experienced Queensland lawyer about your rights, options and obligations as a manufactured home owner before buying a manufactured home in a residential park and entering into a site agreement.

For more information about residential parks and the *Manufactured Homes (Residential Parks) Act 2003*, please see <https://www.qld.gov.au/housing/buying-owning-home/housing-options-in-retirement/manufactured-homes/about-manufactured-homes>.

The information in this Residential Park Comparison Document is correct as at **[insert date]**. Some of the information included may not apply to existing site agreements.

Park owner signature Date

Residential park details

Park name

Phone

Park address

Suburb State Postcode

Website..... Number of current manufactured home sites

Park contains: ☐ only manufactured homes ☐ multiple dwelling types (see section 15)

Total number of sites (including other dwelling types) currently in park

Development status: ☐ Completed ☐ Under development (see section 16 for details)

Re-development planned in the next 5 years: ☐ Yes ☐ No (see section 16 for details)

Year Residential Park began operating.....

Part 1 – Site rent and other costs

1 Site rent for new site agreements

*(GST exclusive)

Declaration of what site rent will be for new home owners under section 70B.

Site rent* (or range of site rent) payable by new owners

.....

This applies to site agreements dated from 01/09/2025

How often is site rent due:

☐ Weekly ☐ Fortnightly ☐ Monthly ☐ Other (specify)

2 Site rent increases

The proposed basis for how site rent can be increased under a site agreement for the site.

How does site rent increase for new home owners in the residential park?

Basis

.....

.....

Next General increase day 01/09/2026..... (DD/MM/YYYY)

A general increase day is the day that site rent increases for all sites using a particular basis. A general site rent increase for a site cannot occur more than once a year.

Frequency

☐ Annual ☐ Other (specify)

Additional information (specify any additional basis, increase day and frequency below)

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.....

.....

Note: general site rent increases are limited to once per year using only a single basis at a time. However, some park owners may have multiple bases which apply in different years.

3 Mandatory costs or fees not included in site rent (GST inclusive)

Note: Does not include sales commissions where the park owner resells homes.

Are home owners in the park required to pay any additional costs or fees which are not included in site rent?

☐ Yes (provide details below) ☐ No

Total costs / fees: \$.....

Details of costs / fees and when payable:

.....

Part 2 – Utilities and services

4 Electricity	Service Charge/s (individually measured and/or metered) ☐ Included in site rent ☐ Not included in Site Rent ☐ Other (specify) Usage Charge/s (individually measured and/or metered) ☐ Included in site rent ☐ Not included in Site Rent ☐ Other (specify) Does the park contain an embedded network for the supply of any electricity in the residential park? ☐ Yes ☐ No Managed by electricity supplier, Altogether Group For more information about embedded networks see: https://www.aer.gov.au/consumers/understanding-energy/embedded-networks-customers Can solar panels be installed on manufactured homes? ☐ Yes ☐ No Solar Panel installation is at the discretion of the electricity supplier, Altogether Group. Are there any known conditions/restrictions on the installation or use of solar panels in the residential park? ☐ Yes ☐ No If yes, specify
5 Water	Service Charge/s (individually measured and/or metered) ☐ Included in site rent ☐ Not included in Site Rent ☐ Other (specify) Usage Charge/s (individually measured and/or metered) ☐ Included in site rent ☐ Not included in Site Rent ☐ Other (specify)

6 Sewage	Service Charge/s ☐ Included in site rent ☐ Not included in Site Rent ☐ Other (specify) Usage Charge/s ☐ Included in site rent ☐ Not included in Site Rent ☐ Other (specify)
7 Gas	Service Charge/s (individually measured and/or metered) ☐ Included in site rent ☐ Not included in Site Rent ☐ Other (specify) Usage Charge/s (individually measured and/or metered) ☐ Included in site rent ☐ Not included in Site Rent ☐ Other (specify)
8 Telephone	☐ Included in site rent ☐ Available but not included in site rent ☐ Not available ☐ Other (specify)
9 Internet	☐ Included in site rent ☐ Available but not included in site rent ☐ Not available ☐ Other (specify)
10 Other utilities and services	Details of other services or utilities (for example, food services, gardening services, personal care services, transportation services) including whether provision of these services by the Park Owner is included in site rent

11 Park Manager and staff

Please provide details about the availability of park management.

Is an on-site manager (or representative) available to home owners?

☐ Yes ☐ No

Details of on-site availability:

.....

.....

Does the on-site manager live on-site or work on-site?

☐ Lives on-site ☐ Works on-site ☐ Not applicable

Does the park have an after-hours emergency contact?

☐ Yes ☐ No

After-hours emergency contact details

.....

.....

Do any other staff work in the residential park?

☐ Yes ☐ No

If yes, provide details (e.g. First Aid Officer, Security, Grounds person etc).

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Part 3 – Facilities and amenities

12 Communal/shared facilities Please provide details about the facilities currently available in the park, including any additional costs for the use of these facilities.

(NOTE: Under section 14 (a) (iii) of the Act, a home-owner has non-exclusive use of the park's common areas and communal facilities).

☐ Activities, workshops or games room/s

Details.....

.....

Cost: ☐ Included in site rent ☐ Additional fee (specify)

.....

Available to: ☐ Home owners ☐ Guests / Visitors ☐ Public

☐ BBQ area outdoors

Details.....

.....

Cost: ☐ Included in site rent ☐ Additional fee (specify)

.....

Available to: ☐ Home owners ☐ Guests / Visitors ☐ Public

☐ Bowling green

☐ Indoor ☐ Outdoor

Details.....

.....

Cost: ☐ Included in site rent ☐ Additional fee (specify)

.....

Available to: ☐ Home owners ☐ Guests / Visitors ☐ Public

☐ Club House

Details.....

.....

Cost: ☐ Included in site rent ☐ Additional fee (specify)

.....

Available to: ☐ Home owners ☐ Guests / Visitors ☐ Public

strictly whilst in
the presence of
a Home owner.

☐ Communal open space

Details.....
.....

Cost: ☐ Included in site rent ☐ Additional fee (specify)

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Available to: ☐ Home owners ☐ Guests / Visitors ☐ Public

☐ Gym

Details.....
.....

Cost: ☐ Included in site rent ☐ Additional fee (specify)

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Available to: ☐ Home owners ☐ Guests / Visitors ☐ Public

☐ Library

Details.....
.....

Cost: ☐ Included in site rent ☐ Additional fee (specify)

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Available to: ☐ Home owners ☐ Guests / Visitors ☐ Public

☐ Restaurant / Cafe

Details.....
.....

Cost: ☐ Included in site rent ☐ Additional fee (specify)

.....

Available to: ☐ Home owners ☐ Guests / Visitors ☐ Public

☐ Shops

Details.....
.....

Cost: ☐ Included in site rent ☐ Additional fee (specify)

.....

Available to: ☐ Home owners ☐ Guests / Visitors ☐ Public

☐ Park bus or other park-supplied transport options

Details (conditions for use)

.....
.....

Cost: ☐ Included in site rent ☐ Additional fee (specify)

.....

Frequency:

Available to: ☐ Home owners ☐ Guests / Visitors ☐ Public

☐ Swimming pool

☐ Indoor ☐ Outdoor ☐ Heated ☐ Not heated

Size:

Details.....

.....

Cost: ☐ Included in site rent ☐ Additional fee (specify)

.....

Available to: ☐ Home owners ☐ Guests / Visitors ☐ Public

☐ Tennis court / Pickleball

Details.....

.....

Cost: ☐ Included in site rent ☐ Additional fee (specify)

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Available to: ☐ Home owners ☐ Guests / Visitors ☐ Public

☐ Changing rooms and showers at sports facilities

Details.....

.....

☐ Kitchens in communal facilities

Details.....

.....

Cost: ☐ Included in site rent ☐ Additional fee (specify)

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Available to: ☐ Home owners ☐ Guests / Visitors ☐ Public

☐ Other facilities and amenities (specify below, including availability and cost)

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13 Parking

Please provide details of parking available to home owners and their guests.

Do home owners have personal parking space/s on their site?

☐ Yes ☐ No ☐ Varies by site

Are there any restrictions on home owners parking on or adjacent to their site (e.g. on their driveway)? If so, please provide details:

.....

Is there additional parking available for home owner use in the park?

☐ Yes ☐ No

If yes, specify number of spaces and any conditions

.....

Is there additional parking available for visitor use?

☐ Yes ☐ No

If yes, specify number of spaces

Is there parking available for large vehicles such as trailers, motorhomes, caravans, boats or other recreational vehicles?

☐ Yes ☐ No

If yes, specify number of spaces and any conditions

.....

.....

Are there any fees in addition to site rent applicable to the use of parking spaces for large vehicles such as trailers, motorhomes, caravans, boats or other recreational vehicles?

☐ Yes ☐ No

If yes, provide details

.....

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14 Security and safety Note: Park Owners are required to maintain and implement an emergency plan for the residential park. Additional features listed at park owners discretion. This list may not be exhaustive. Please enquire with park owner for more details.	Does the residential park have any of the following security and safety features? ☐ Security cameras ☐ Key fob/pin code operated Security gates ☐ Emergency phones ☐ Defibrillator(s) Provide details of any other notable security or safety features of the park?
15 Accessibility features Please provide details of features in the park to assist home owners with mobility or other issues. Details are provided for comparative information only. Home owners with specific accessibility requirements should contact the park owner to ensure the park can meet their needs.	Does the residential park have any of the following accessibility features in the common areas of the residential park? ☐ Ramps ☐ Lifts ☐ Wheelchair-accessible toilets ☐ Extra-wide doors ☐ Wheelchair-accessibility to Letterboxes ☐ Wheelchair-accessibility to Residential Park Office What parts of the park have these features?

Part 4 – Miscellaneous

16 Other dwellings	Does the park contain dwellings other than manufactured homes (i.e., is a mixed-use park)? ☐ Yes ☐ No If yes, provide details, for example caravans, holiday rental cabins, residential premises (including manufactured homes) under residential tenancy agreements)
17 Development Indications of future plans may be subject to change. For more information contact the park owner.	Has development of the park been completed? ☐ Yes ☐ No If no, provide details of how many sites, including manufactured home sites and other dwellings will be available when planned development is completed and the anticipated date for completion? If no, provide details of any services, amenities or facilities that will become available when development is complete, including when these will be available
18 Home owners committee	Does the park have a home owners' committee? ☐ Yes ☐ No
19 Letting the home	Do site agreements in the residential park permit home owners to let their home to another person? ☐ Yes ☐ No If yes, detail any restriction on letting:

20 Temporary stays	Do site agreements in the residential park include any limitations or requirements on people temporarily staying in the residential park? (For example, house sitters, pet sitters or family members temporarily staying at the home)? ☐ Yes ☐ No If yes, detail any limitations or requirements?
21 Insurance Please provide details about any insurance taken out over the park land and/or facilities	Are the communal facilities and land in the residential park insured? Yes ☐ No ☐ What is covered by the insurance? ☐ Flood ☐ Storm ☐ Fire ☐ Public liability Note: home owners will generally be responsible for insuring their own property in the park. Are home owners required to insure their manufactured home? Yes ☐ No ☐ If yes, provide details:

Part 5 – Park Rules

[illegible]

Part 6 – Park details and operations

24 Park owner details

☐ **Individual owner/s**

Title.....Full name

Title.....Full name

Title.....Full name

☐ **Corporate owner**

Full company / corporation name

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Australian Company Number (ACN)

Australian Business Number (ABN)

Business address

.....

.....

Suburb State Post code

Phone number

Email address

25 Park contact

Please provide contact details for the residential park for information and enquiries if different from above.

Contact name.....

Park phone.....

Park email.....

Further Information

If you would like more information, contact the Department of Housing and Public Works on 13 QGOV (13 74 68) or visit our website at

www.hpw.qld.gov.au

Regulatory Services (Department of Housing and Public Works)

Regulatory Services administers the *Manufactured Homes (Residential Parks) Act 2003*. This includes investigating breaches of the Act.

Department of Housing and Public Works

GPO Box 690, Brisbane, QLD 4001

Phone: 07 3013 2666

Email: regulatoryservices@housing.qld.gov.au

Website: www.housing.qld.gov.au/housing

Queensland Retirement Village and Park Advice Service (QRVPAS)

Specialist service providing free information and legal assistance to home owners and prospective home owners in residential parks in Queensland.

Caxton Legal Centre Inc

Level 23, 179 Turbot Street

Brisbane Qld 4000

Phone: 07 3214 6333

Email: qrvpas@caxton.org.au

Website: www.caxton.org.au

The Queensland Manufactured Home Owners Association Inc (QMHOA)

Is a peak body representing owners of manufactured homes in Queensland.

They provide information and assistance to home owners and prospective home owners in relation to their rights and responsibilities under the *Manufactured Homes (Residential Parks) Act 2003*.

Phone: 07 3040 2344

Website: www.qmhoa.org.au

Seniors Legal and Support Service

Provides free legal and support services for seniors concerned about elder abuse, mistreatment or financial exploitation.

Caxton Legal Centre Inc

Level 23, 179 Turbot Street

Brisbane Qld 4000

Phone: 07 3214 6333

Email: slas@cxton.org.au

Website: www.caxton.org.au/sails_slas

Queensland Civil and Administrative Tribunal (QCAT)

This independent decision-making body helps resolve disputes and reviews administrative decisions by government.

GPO Box 1639, Brisbane, QLD 4001

Phone: 1300 753 228

Email: enquiries@qcat.qld.gov.au

Website: www.qcat.qld.gov.au

Queensland Law Society

Find a solicitor

Law Society House

179 Ann Street, Brisbane, QLD 4000

Phone: 1300 367 757

Email: info@qls.com.au

Website: www.qls.com.au

Department of Justice and Attorney-General

Dispute Resolution Centres provide a free, confidential and impartial mediation service to the community.

Phone: 07 3006 2518

Toll free: 1800 017 288

Website: www.justice.qld.gov.au

PARK RULES



Alcohol

Excessive use of alcohol and/or any use of banned drugs or other substances is a breach of Park rules. Alcohol may only be consumed inside accommodation units. No alcohol may be consumed around the 'Park' common areas', with the exception of the Community Centre and then only in compliance with the 'Community Centre' rules.

Day Visitors & Additional Guests

You may have additional guests stay over. Please let Management know if your guests will be staying for a period longer than 24 hours so that the Management is aware of them in case of emergency. The Residents should make their guests aware of the Park rules and are responsible for the activity of their guests and their compliance with the Park rules.

Your guests must be accompanied by a resident at all times when using the facilities within the Park such as the Community Centre, the bowling green, the pool, barbeque area and dog parks.

Day Visitors and Guest's cars must only be parked in designated visitors car park areas, or as instructed by Management, and should adhere as much as possible to the 4 hour time limit noted, with the exception of guests who are coming to stay as advised to Management.

Balconies & Carports

Balconies and carports must be kept clean and tidy at all times. No clothing, building materials, motor vehicle parts or other items are to be left on balconies or within the carport of homes at any time.

Bikes, Skates and Scooters

Helmets approved to Australian Standards must be worn in the Park when riding bicycles & motor scooters. Skateboards, roller-skates, rollerblades, motorized scooters and other skates are not permitted to be used within the Park grounds.

Boats & Trailers

No boats, trailers, caravans, or motorhomes are to be brought into or stored in the Park without the Park owner's written approval. Parking bays for the above vehicles may be available at additional cost. However where a Resident has purchased a Home that has room to accommodate all his vehicles within the driveway area of his home, the Park Owners permission will not be withheld unnecessarily.

Cars & Other Vehicles

Only residents' vehicles that are registered with the Reception are permitted to park inside the Park. Resident's trucks are not permitted to park within the Park. To comply with Safety Regulations, residents' vehicles must be roadworthy and registered with the transport department at all times.

Residents' cars should be parked within their carport /

garage or on their own site's driveway and not on the grass or on the roadways. The particulars of all vehicles are to be registered with Reception.

In the event that parking is required over and above what can be accommodated within their lot, the Resident should be mindful of all neighbours and only park in the designated visitors parks when necessary. There are parks located near the Community Hall and near the Managers Residence for overflow parking if required. Residents must ensure that their driveway is kept free of grease, oil and rubbish at all times.

Clothes Lines

Residents can only hang clothing in an area designated for the hanging of clothing that has been washed and is drying.

Clotheslines are provided at each home for the use of all residents.

Damage

We request that all residents and guests respect the Park's property, including the Community Centre, gardens, lawns, and other amenities. The cost of any damage will be at the cost of the person/s involved.

Facilities & Amenities

Residents may use facilities and amenities only during hours and on terms the Park owner may nominate from time to time. E.g. – BBQ's which must be cleaned after use. Use of facilities may be withdrawn in respect of any person who uses a facility or

PARK RULES



amenity recklessly or without regard to the proper enjoyment of other person's use of the same.

Inspections

Management reserves the right to inspect sites/homes according to the specific regulations that apply e.g. Manufactured Homes (Residential Parks) Act 2003.

Keys

Only one security key is provided per site, which is used to gain vehicle access via the boom gate.

Mail & Couriers

Mail for registered residents will be delivered by Australia Post to Residents designated lockable post boxes, located near the Community Centre.

For Courier deliveries, the Courier will be directed to the resident's site by Reception and the responsibility of signing and checking with is that of the resident. No courier parcels will be accepted at Reception.

Maintenance

Residents should inform the Park Management of any maintenance that needs to be carried out around the Park Common Areas.

Community Centre Kitchen

All residents must clean up after themselves when using the Community Centre facility and be mindful of all other residents. The facilities are intended for the use of all residents and a cleaner is not engaged for this purpose.

Noise

Noise must be kept to a minimum at all times. For the

comfort of all residents and guests, all noise is to cease by 10.00pm.

Pets

Residents are permitted to have pets within the Park at any time, however details of the pet(s) must be registered with the Park Management. The pets must not exceed 10kg and the pet's hygiene and cleanness is the sole responsibility of the owner. Any neglect will be reported to the appropriate authority organization.

All dogs must be kept on a leash, whilst in the confines of the Park and residents must pick up after their animal. Resident's cats must not be allowed to roam outside the Residents designated Site.

All outdoor animal enclosures are to be approved by the Park owner if they are visible to other owners.

Pools

The pool area is open for the use of residents and guests between 8am and 7pm daily except when cleaning. A resident must be present at all times when a guest is using the pool. Food, drinks and alcoholic beverages are not permitted in or around the pool area. (All pool safety rules are clearly displayed on Pool Notices).

Pets are not allowed in the pool area.

Recreational Facilities

A Resident will not permit the carrying on of any sport or recreational activity within the park, which the Park

owner deems unsafe, or of annoyance to others.

Guests are not to use the recreational facilities unless accompanied by a resident.

Rental and extras

Please ensure that all rental monies are settled as per your site agreement. Amounts owing for extras must be paid at time of charge. Using credit cards to settle accounts will incur a fee equivalent to that charged by the relevant banking organization.

Road Rules

For the safety of all residents and guests, normal road rules apply in the Park. You must obey the "walking pace" 10 km speed limit at all times. This includes those riding bicycles and motor scooters. No person is to drive in the Park under the influence of drugs or alcohol.

Rubbish

Littering is prohibited. Residents must wrap all household rubbish and place in the designated bins.

Shopping Trolleys

No shopping trolleys are to be brought into the Park.

Site/Garden Maintenance

Residents & Guests are responsible for keeping their premises, home boundary fencing, lawn and garden within their designated site and verge out to edge of roadway in a neat and tidy condition at all times.

All trees and shrubs in 'common areas', remain the property of 'Laeta Living Blackstone'. A resident

PARK RULES



and/or any guest will not remove or cause any damage to flowers, shrubs, gardens, lawns, trees, facilities or amenities within the Park.

Storage

Due to fire and health regulations, no goods or materials are to be stored under accommodation units.

Buggies

Motorised buggies have been provided for the use of Residents. Guests are not to operate the buggies provided by Laeta Living. All persons who operate the buggies must be licensed and use the buggies in accordance with all normal and usual road rules and safety regulations.

Fire Safety

The Park Managers will undertake fire safety drills at intervals during each year. Every resident is expected to attend and be familiar with evacuation processes and procedures.

Evacuation diagrams have been provided to all residents and a further copy should be requested from the Park Managers if misplaced.

Construction

Whilst the Park is still being developed, the homes that are not completed and surrounding land is considered a construction site and access is strictly prohibited without the presence of a Park Manager. Should any residents be found within a construction site, without the appropriate authority, a letter to cease behaviour will issue - it is extremely dangerous to the resident. The Park will not be held liable for any injury

incurred in those circumstances.

Complaints

In the event a resident wishes to raise a complaint in relation to the running of the Park or day-to-day operational matters, this should be recorded directly with Head Office:

PH: 07 5500 5900

E: blackstone@laetaliving.com

Spreading unfounded or slanderous rumours and creating general unrest within the Park community will not be tolerated.

It is the responsibility of all residents to become familiar with the appropriate legislative requirements that pertain to their accommodation type or their work-place, including RTA regulation, the Manufactured Homes (Residential Parks) Act 2003, etc., and abide by these at all times.

PARK RULES

Alcohol

Excessive use of alcohol and/or any use of banned drugs or other substances is a breach of Park rules. Alcohol may only be consumed in designated areas, as follows:

- Community Centre (internal; and external area between the doors and edge of bowling green only).
- Swimming Pool surrounds.
- Street Gardens.
- Dog Parks.

Except for the Community Centre, all alcoholic drink/s must be contained in a plastic or metal container. No glass vessels or bottles are to be used in open spaces.

For the avoidance of doubt, alcohol is not to be taken onto, or consumed on, the bowling green or within the swimming pool itself.

The Home Owner is responsible for their own personal safety whilst consuming alcohol and the Park Owner / Management will not be held liable for injury in these circumstances.

Day Visitors & Additional Guests

You may have additional guests stay over. Please let Management know if your guests will be staying for a period longer than 24 hours so that the Management is aware of them in case of emergency. The Home Owner should make their guests aware of the Park rules and are responsible for the activity of their guests

and their compliance with the Park rules.

All guests must be always accompanied by a Home Owner when using the facilities within the Park such as the Community Centre, the bowling green, the pool, barbeque area and dog parks.

Children are strictly prohibited from being in the gym or using the equipment therein.

Day Visitors and Guest's cars must only be parked in designated visitor's car park areas, or as instructed by Management, and should adhere as much as possible to the 4 hour time limit noted, except for guests who are coming to stay as advised to Management.

Patios & Carports

Patio decking and carports must be always kept clean and tidy. No clothing, building materials, motor vehicle parts or other items are to be left on patio decks, or within the carport of homes (where they are visible from outside of the property) or draped over boundary fences at any time.

Dwelling Alterations

The Park is subject to a Development Approval with many conditions relating to the dwellings in situ.

All proposed alterations to the dwelling exterior must be referred to Management for approval, without exception.

Bikes and Scooters

Users of bikes, ebikes and push scooters must adhere to the Queensland Government issued road and

safety rules in this regard. Each Home Owner is responsible for their guest's adherence with these rules also.

Boats & Trailers

No boats, trailers, caravans, or motorhomes are to be brought into or stored in the Park without the Park Owner's written approval. Parking bays for the above vehicles will attract a cost of storage.

Where a Home Owner has purchased a Home that has room to accommodate all their vehicles within the driveway area of the home, the Park Owner's permission will not be withheld unnecessarily.

Cars & Other Vehicles

Only Home Owners' vehicles that are registered with the Reception are permitted to park inside the Park. Home Owner's trucks are not permitted to park within the Park. To comply with Safety Regulations, Home Owners' vehicles must be roadworthy and always registered with the transport department.

Home Owners' cars should be parked within their own site (ie. in the carport / garage or on their own site's driveway, within the site boundaries). Home Owners' cars should not be parked on the grass or aggregate rocks at the front of their property or on the roadways – these areas are common property. Unfettered access must be provided at all times for access to underground services.

PARK RULES

In the event that parking is required over and above what can be accommodated within their site, the Home Owner should be mindful of all neighbours and only park in the designated visitor's parks when necessary and adhere to the 4 hour time noted. There are parks located near the Community Hall and near the Managers Residence for overflow parking if required. Home Owners must always keep their driveway free of grease, oil and rubbish.

The particulars of all vehicles are to be registered with Reception .

Clothes Lines

Home Owners can only hang clothing in an area designated for the hanging of clothing that has been washed and is drying.

Clotheslines are provided at each home for the use of the Home Owners.

Damage

We request that all Home Owners and guests respect the Park's property, including the Community Centre, gardens, lawns, and other amenities. The cost of rectification of any damage will be passed to the person/s involved.

Facilities & Amenities

Home Owners may use facilities and amenities only during hours and on terms the Park Owner / Management may nominate from time to time. The facilities including Community Centre, Pool Area, BBQ Area, Gardens, etc. must be left in a clean

and tidy state after use. This includes:

- Cleaning the BBQ's;
- Wiping down tables
- Vacuuming if necessary
- Cleaning any kitchen equipment used including the ovens and coffee machine.

Use of facilities may be withdrawn in respect of any person who does not adhere to the above and/or who uses a facility or amenity recklessly or without regard to the proper enjoyment of other Home Owners' use of the same.

Inspections

The Park Owner / Management reserves the right to inspect sites in accordance with Part 14, Section 94 of the Manufactured Homes (Home Ownerial Parks) Act 2003.

Keys

Security keys are used to gain vehicle access to the Park via the boom gate. Security key/s will be provided to the Home Owner/s having regard to the amount of vehicles that can be housed per site. For example, if the Home Owner has a double or tandem garage in their home, 2 keys will be provided.

Mail & Couriers

Mail for all Home Owners will be delivered by Australia Post to the Home Owner's designated lockable post box, located in various spots around the Park.

For Courier deliveries, no courier parcels will be accepted at the Front Office. The Home Owner must make

arrangements with the Courier Service to deliver parcels directly to the Home Owner's site.

Maintenance

Home Owners should inform the Management of any maintenance that needs to be carried out around the Park Common Areas.

Noise

Noise must always be kept to a minimum. For the comfort of all Home Owners and guests, all noise is to cease by 10.00pm.

Pets

Home Owners are permitted to have pets within the Park at any time, however details of the pet(s) must be registered with Management. The pet/s must not exceed 20kg (for one pet) or 10kg (each, for two pets) and the pet's hygiene and cleanness is the sole responsibility of the owner. Any neglect will be reported to the appropriate authority organization.

All dogs must be kept on a leash, whilst in the Common Areas of the Park (excluding the dog park areas) and Home Owners must pick up after their animal.

All dogs must be registered with the Ipswich Council and tagged accordingly.

Home Owner's cats must not be allowed to roam outside the Home Owners designated Site.

All outdoor animal enclosures are to be approved by the Park Owner if they are visible to other owners.

Site Fees

PARK RULES

Site rent is noted within the Form 2 Site Agreement between the Park Owner and Home Owner and is subject to annual review in accordance with the Act, from time to time. The Form 2 Site Agreement further notes any additional fees that may be payable by the Home Owner for expenses that can be lawfully charged in accordance with the Act, from time to time.

Payment to the Park Owner can be made by direct transfer or via the EFTPOS machine held in the Management Office on site. Any fees / charges imposed by the Park Owner's bank for the use of the EFTPOS facility will be passed to the user at the time of processing the charge, strictly in accordance with the Act, from time to time.

Road Rules

For the safety of all Home Owners and guests, normal road rules apply in the Park. You must always obey the "walking pace" 10 km speed limit. This includes those riding bicycles, ebikes and push/motor scooters. No person is to drive in the Park under the influence of drugs or alcohol.

Rubbish

Littering is prohibited. Home Owners must wrap all household rubbish and place in their own designated bin issued by Ipswich Council.

Any skip bins around the site are strictly for commercial use only and must not be used by Home Owners, under any circumstances.

Site/Garden Maintenance

Home Owners are responsible for the maintenance of any garden and lawn area within their site, as per the Site Agreement between the Home Owner and Park Owner. The Park Owner is responsible for the maintenance of the grassed Common Areas. For clarification, the Common Area in front of your house incorporates the roadway and 2 metres of grassed/aggregate property in the direction of the home. A Home Owner may maintain the Common Area (grassed area) at the front of their site if preferred, however, Management reserves the right to mow this if it is not maintained regularly.

All trees and shrubs in Common Areas, remain the property of 'Laeta Living Blackstone'. A Home Owner and/or any guest will not remove or cause any damage to flowers, shrubs, gardens, lawns, trees, facilities or amenities within the Park.

Storage

Please be mindful of the items stored underneath the home. Being a close community, it is requested that any debris which could encourage wildlife like snakes, possums or vermin to reside within or anything that could be seen as a potential fire hazard, be removed and stored elsewhere.

Home Owners are reminded in this regard that a visual barrier is adopted at construction of the home/s

which allows a pest inspector to be able to visually observe any termite activity under the home.

Fire Safety

The Park Owner will undertake fire safety drills at least once each year. Every Home Owner is expected to attend and be familiar with evacuation processes and procedures.

Emergency Management Plans have been provided to all Home Owners. There are also diagrams in the Community Centre area showing the evacuation route/s.

Construction

Whilst the Park is still being developed, the homes that are not completed and land surrounding the partially constructed home are considered a construction site. Access is strictly prohibited without the presence of the Park Owner / Management.

Should any Home Owner be found within a construction site, without the appropriate authority, a letter to cease behaviour will issue - it is extremely dangerous to the Home Owner. The Park Owner will not be held liable for any injury incurred in those circumstances.

Complaints

In the event a Home Owner wishes to raise a complaint in relation to the running of the Park or day-to-day operational matters, this should be recorded directly with the Park Management via email:

E: blackstone@laetaliving.com

PARK RULES



Following the submission of an email the Park Management will refer the complaint to the Park Owner head office.

In the event that the Home Owner has notified the Park Management of the complaint via email, and has followed this up directly with the Park Management, however, the complaint is still not resolved, the Home Owner may raise the complaint with the Park Owner head office via email:

Thehughesgroup01@gmail.com

All parties relevant to the matter will be notified to discuss / resolve the issue.

Spreading unfounded or slanderous rumours and creating general unrest within the Park community will not be tolerated and may lead to a Breach notice being issued.

It is the responsibility of all Home Owners to become familiar with the Manufactured Homes (Home Ownerial Parks) Act 2003, etc., and abide by this at all times.

Annexures

- Swimming Pool
- Fire Pits
- Gym
- Functions
- Community Shed

SWIMMING POOL



- Homeowners have priority use of the pool and will always be accommodated
- Children using the pool should be reminded of the rules
- The pool area is not intended to be occupied by a large group for lengthy periods of time in a day
- Snacks are allowed on the pool forecourt. Any other food can be consumed in the Alfresco area of the Community Centre. BBQ is provided for your convenience.
- Plastics only to be used in the pool area
- The Bowling green is not to be used as a play area
- Children games are available in the Games Room beyond the Bar.
- No wet clothing to be worn in the Community Centre

RULES

- All guests will always be accompanied by a Homeowner
- Children must never be left alone in the pool
- No diving
- No roughhousing.
- No pets in the pool area.
- Alcohol may be allowed in the pool area in moderation.
- No food or drink in the actual pool.
- Use plastics or cans only in the pool area. **Strictly no glass.**

FIRE PITS



- Firepits/BBQs can only be lit in line with local fire notices and it is the responsibility of the Homeowner who is in charge of the fire to know and ensure that any fire bans in place are followed.
- Homeowners will be responsible for the supply of firewood. Will not be milled or treated wood. **Wood/sticks/leaves etc are not to be gathered from the local area for use in the fire pits.**
- Manufactured accelerators such as diesel, petrol etc will not be used. Fire Starters may be used to start a fire.
- Charcoal or Heat Beads may be used as a manufactured fuel for the firepit.
- No glassware is to be used in the garden areas
- Alcohol can be consumed in the gardens.
- Ensure one person is familiar with the location and workings of the water hose near the firepit and how to use the attachments.

RULES

- The Homeowner who is using the firepit will notify surrounding/adjacent neighbours prior to the firepit activity (e.g. Expected duration etc)
- Only a Homeowner is allowed to light a firepit and will be present for the duration of the event.
- The firepit must be extinguished prior to the completion of the event.
- A bucket of sand will be located close to the firepit to be used to smother the fire if necessary.
- The area will be left clean at the completion of the event.
- Alcohol in moderation. No glassware.
- If BBQ plate used, to be cleaned after use.

GYM



- Homeowners have priority use of the gym and will always be accommodated
- The gym is not suitable for children
- Aircon should be turned off when the gym is not in use
- Damaged or non-functioning machinery should be reported to the Manager as soon as possible
- No gym equipment is to be removed from the gym

RULES

- Children are not permitted to use the gym
- Guests are not to use the gym unless a qualified trainer is present
- Machinery is not to be tampered with or moved
- Machinery must be wiped down after use with the antibacterial wipes provided
- No food or drink in the gym with the exception of water bottles

FUNCTIONS



Booking the Community Centre for private functions

- Check the booking diary located on the desk in the office space in the gym.
- If your proposed booking date is free, note it in the diary including the expected numbers attending and approximate times for your function. (e.g. family reunion 10AM-2PM). Take into account that others might want to use the centre as well, so keep your function to a reasonable time.
- Please be aware that booking the entire centre will need approval of onsite management.
- Bookings cannot include the use of the pool, bowling green and gym or other communal areas.
- The possibility may arise when more than one function is approved on the same day depending on the number of invited guests and timing of the function/s.
- Please remember that all guests must be accompanied by the home owner at all times.
- **The Community Centre cannot be booked for private functions on Public Holidays. Any functions on Public Holidays must be organised by Management or Social Club.**

Things to remember

1. Put a time limit on the time that your private functions run for. Unless approved by management it is suggested that functions be kept under four hours. The community club is for all homeowners to enjoy.
2. After function you definitely need to vacuum, clean tables and chairs and clean the kitchen (ovens, microwaves and coffee machine) afterwards including taking out the rubbish, cleaning sticky fingers marking the doors and walls (children) removing decorations washing any linen used etc. Any damage to the centre will be your responsibility to rectify. In the event that professional cleaning is required (on the reasonable opinion of the Park Manager), this will be communicated to the homeowner. The Park Manager can assist with booking the cleaning if required, the cost of the same will be borne by the homeowner.
3. There is to be no use of the social club bar for private functions. All functions are to be strictly BYO and the policing of underage drinking, excessive drinking and/or any other ramifications are the responsibility of the homeowner hosting the function. If there are any issues relating to the consumption of alcohol, the park manager may involve the police (if reasonably necessary) and the homeowner may be restricted from hosting functions in the community centre from that time onward.
4. Children must be under direct supervision of adults at all times, preferable inside the centre. During functions there is to be no access to the pool area, bowling green or gym. Homeowners are responsible for ensuring their guest do not walk over the bowling green or enter the pool area / gym and use the equipment.
5. The community centre furniture and facilities are not to be used for any other purpose that is intended. Please ensure children do not jump on the couches, swing on the chairs or other behaviour that may result in damage.

The rules etc concerning private functions have been compiled by the Social Club Committee, with the assistance of the Park Owners and Management. The rules are subject to annual review. A cleaning bond may be required in future if the Centre is consistently left in an unsatisfactory state following private functions.