



Supporting Evidence required for Caravan Parks/Camp Sites

Full details and particulars of the information required are:

1. Market information:
 - a. Copy of the lease for properties held on lease.
 - b. Date of purchase and price paid, for freehold and leasehold properties acquired over the past 5 years.

2. Accounts and trading information: Where you are submitting an alternative estimate of Net Annual Value and are supporting your estimate by reference to the trading information for the property, you must provide:
 - a. Copies of the audited / certified accounts to include detailed profit and loss accounts from 2018 and management accounts for 2022 if not yet audited.
 - b. Details of occupancy levels for 2018 - 2022.
 - c. The annual charge per pitch per annum for the years 2018 – 2022, where applicable.
 - d. The charges per night for the touring site for the years 2018 – 2022.

3. Copy of standard licence agreement with the occupier and a copy of all other licences attached to the property.

4. Caravan Park registration and classification details.

5. Opening times over the year for the Caravan Park.

6. Accommodation details to include:
 - a. Numbers of pitches and the services attached to each.
 - b. Numbers of touring sites and services attached to each.
 - c. Details of all other facilities, to include games rooms, w.c. and shower facilities, shop, etc.