

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 9/12/2025 *[insert date]*. Some of the information included may not apply to existing site agreements.

Park owner signature *Made Jenty* Date 9/12/2025

Residential park details

Park name Ingenia Lifestyle Sanctuary
 Phone 0455 222 869
 Park address 673 Cleveland Redland Bay Road
 Suburb Victoria Point State QLD Postcode 4165
 Website Ingenialifestyle.com.au Number of current manufactured home sites 131
 Park contains: ☒ only manufactured homes ☐ multiple dwelling types (see section 15)
 Total number of sites (including other dwelling types) currently in park 131

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 2023

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

Range - \$280 - \$315 per week

This applies to site agreements entered from ...03/12/2025

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

The greater of the annual percentage increase in CPI and 3.5%

General increase day...1 October 2026.....

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)

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: \$Varies per service

Details of costs / fees and when payable:

See sections 1-10, 12 & 13 below

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

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

Are there any known conditions/restrictions on the installation or use of solar panels in the residential park?

☒ Yes ☐ No

If yes, specify

Limit on additional solar panels due to capacity restrictions.....

.....

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	<div>Service Charge/s</div> <div><input type="checkbox"/> Included in site rent <input checked="" type="checkbox"/> Not included in Site Rent</div> <div><input type="checkbox"/> Other (specify)</div> <div>Usage Charge/s</div> <div><input type="checkbox"/> Included in site rent <input checked="" type="checkbox"/> Not included in Site Rent</div> <div><input type="checkbox"/> Other (specify)</div>
7 Gas	<div>Service Charge/s (individually measured and/or metered)</div> <div><input type="checkbox"/> Included in site rent <input checked="" type="checkbox"/> Not included in Site Rent</div> <div><input type="checkbox"/> Other (specify)</div> <div>Usage Charge/s (individually measured and/or metered)</div> <div><input type="checkbox"/> Included in site rent <input checked="" type="checkbox"/> Not included in Site Rent</div> <div><input type="checkbox"/> Other (specify)</div>
8 Telephone	<div><input type="checkbox"/> Included in site rent <input checked="" type="checkbox"/> Available but not included in site rent</div> <div><input type="checkbox"/> Not available <input type="checkbox"/> Other (specify)</div> <div>...Homeowner to arrange supply & connection.....</div>
9 Internet	<div><input type="checkbox"/> Included in site rent <input checked="" type="checkbox"/> Available but not included in site rent</div> <div><input type="checkbox"/> Not available <input type="checkbox"/> Other (specify)</div> <div>...Homeowner to arrange supply & connection.....</div>
10 Other utilities and services	<div>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</div> <div>N/A - no additional services or utilities included in site rent.....</div> <div>.....</div> <div>.....</div> <div>.....</div> <div>.....</div> <div>.....</div> <div>.....</div> <div>.....</div> <div>.....</div> <div>.....</div>

<div>11 Park Manager and staff</div> <div>Please provide details about the availability of park management.</div>	<div>Is an on-site manager (or representative) available to home owners? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</div> <div>Details of on-site availability: Manager is available Monday - Friday during business hours.....</div> <div>Does the on-site manager live on-site or work on-site? <input type="checkbox"/> Lives on-site <input checked="" type="checkbox"/> Works on-site <input type="checkbox"/> Not applicable</div> <div>Does the park have an after-hours emergency contact? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</div> <div>After-hours emergency contact details Area Manager - Phone - 0431 345 063.....</div> <div>Do any other staff work in the residential park? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</div> <div>If yes, provide details (e.g. First Aid Officer, Security, Grounds person etc). Operational staff consist of - Community Manager, Grounds &..... Maintenance Officer</div>
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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: ☒ Activities that take place may incur a fee to residents
☒ No workshop

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

Use of facility is included in site rent, events and activities taking place in facility may incur a charge

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

☒ BBQ area outdoors

Details: Located at bowls green & at Bushland Retreat Clubhouse

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

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

☒ Bowling green

☐ Indoor ☒ Outdoor

Details: Outdoor

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

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

☒ Club House

Details: Bushland Retreat Clubhouse

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

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

<input checked="" type="checkbox"/> Communal open space Details... Outdoor walking trails, dog park Cost: <input checked="" type="checkbox"/> Included in site rent <input type="checkbox"/> Additional fee (specify) Available to: <input checked="" type="checkbox"/> Home owners <input checked="" type="checkbox"/> Guests / Visitors <input type="checkbox"/> Public
<input checked="" type="checkbox"/> Gym Details... Located in clubhouse Cost: <input checked="" type="checkbox"/> Included in site rent <input type="checkbox"/> Additional fee (specify) Available to: <input checked="" type="checkbox"/> Home owners <input type="checkbox"/> Guests / Visitors <input type="checkbox"/> Public
<input checked="" type="checkbox"/> Library Details..... Cost: <input checked="" type="checkbox"/> Included in site rent <input type="checkbox"/> Additional fee (specify) Available to: <input checked="" type="checkbox"/> Home owners <input checked="" type="checkbox"/> Guests / Visitors <input type="checkbox"/> Public
<input type="checkbox"/> Restaurant / Cafe Details..... Cost: <input type="checkbox"/> Included in site rent <input type="checkbox"/> Additional fee (specify) Available to: <input type="checkbox"/> Home owners <input type="checkbox"/> Guests / Visitors <input type="checkbox"/> Public
<input type="checkbox"/> Shops Details..... Cost: <input type="checkbox"/> Included in site rent <input type="checkbox"/> Additional fee (specify) Available to: <input type="checkbox"/> Home owners <input type="checkbox"/> Guests / Visitors <input type="checkbox"/> Public

☒ Park bus or other park-supplied transport options

Details (conditions for use)

Drivers must complete an application form to be eligible to drive bus and be pre-approved by the operator. .
 Bus is free of charge to use, fuel to be refilled by user at users expense prior to return.

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

Fuel to refill bus payable by user

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)

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

☒ Changing rooms and showers at sports facilities

Details. At clubhouse.....

☒ Kitchens in communal facilities

Details. Located in clubhouse.....

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

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

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

Golf simulator - available to residents and their guests/visitors

Community trailer - available at no cost to residents to utilise

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:

Parking in garage only, no driveway or adjacent parking

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 15

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

Charge will be applied when RV parking space is delivered later in development

<div><div>14 Security and safety</div><div><p>Note: Park Owners are required to maintain and implement an emergency plan for the residential park.</p><p>Additional features listed at park owners discretion. This list may not be exhaustive. Please enquire with park owner for more details.</p></div></div>	<div><div>Does the residential park have any of the following security and safety features?</div><div><div><input checked="" type="checkbox"/> Security cameras</div><div><input checked="" type="checkbox"/> Key fob/pin code operated Security gates</div><div><input type="checkbox"/> Emergency phones</div><div><input checked="" type="checkbox"/> Defibrillator(s)</div></div><div><div>Provide details of any other notable security or safety features of the park?</div><div><div></div><div></div><div></div><div></div></div></div></div>
<div><div>15 Accessibility features</div><div><p>Please provide details of features in the park to assist home owners with mobility or other issues.</p><p>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.</p></div></div>	<div><div>Does the residential park have any of the following accessibility features in the common areas of the residential park?</div><div><div><input checked="" type="checkbox"/> Ramps</div><div><input type="checkbox"/> Lifts</div><div><input checked="" type="checkbox"/> Wheelchair-accessible toilets</div><div><input type="checkbox"/> Extra-wide doors</div><div><input checked="" type="checkbox"/> Wheelchair-accessibility to Letterboxes</div><div><input checked="" type="checkbox"/> Wheelchair-accessibility to Residential Park Office</div></div><div><div>What parts of the park have these features?</div><div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div></div></div>

Part 4 – Miscellaneous	
<div>16 Other dwellings</div>	<div>Does the park contain dwellings other than manufactured homes (i.e., is a mixed-use park)?</div> <div><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</div> <div>If yes, provide details, for example caravans, holiday rental cabins, residential premises (including manufactured homes) under residential tenancy agreements)</div> <div>.....</div> <div>.....</div> <div>.....</div> <div>.....</div>
<div>17 Development</div> <div>Indications of future plans may be subject to change. For more information contact the park owner.</div>	<div>Has development of the park been completed?</div> <div><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</div> <div>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?</div> <div>Currently 131 homes are occupied by home owners, there will be 225 homes when development is completed.</div> <div>.....</div> <div>.....</div> <div>.....</div> <div>If no, provide details of any services, amenities or facilities that will become available when development is complete, including when these will be available</div> <div>.....</div> <div>RV parking area - at completion of development</div> <div>Community shed/ workshop - at completion of development</div> <div>.....</div> <div>.....</div> <div>.....</div>
<div>18 Home owners committee</div>	<div>Does the park have a home owners' committee?</div> <div><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</div>
<div>19 Letting the home</div>	<div>Do site agreements in the residential park permit home owners to let their home to another person?</div> <div><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</div> <div>If yes, detail any restriction on letting:</div> <div>.....</div> <div>.....</div> <div>.....</div> <div>.....</div>

[illegible]

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

INA Operations Pty Ltd as trustee for INA Operations Trust No. 11

Australian Company Number (ACN) 159 915 632

Australian Business Number (ABN) 85 753 619 336

Business address

Level 10, 20 Bond Street

Suburb Sydney State NSW Post code 2000

Phone number (07) 3326 5800

Email address reception@ingeniacommunities.com.au

25 Park contact

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

Contact name Community Manager

Park phone 0455 222 869

Park email sanctuarymgr@ingenialifestyle.com.au

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

SANCTUARY VICTORIA POINT COMMUNITY RULES

Manufactured Homes (Residential Parks) Act 2003 (as amended)

The Community Rules provide a framework that will encourage a standard of behaviour that Home Owners at Sanctuary Victoria Point should expect when living in a community such as Sanctuary Victoria Point. They are based on common sense and courtesy and define acceptable standards that will make Sanctuary Victoria Point an enjoyable place to live for all Home Owners.

These Community Rules should be read in conjunction with your Site Agreement for Sanctuary Victoria Point.

1) COMMON AREAS

- a) All signs posted on common areas, such as those about hours of use, speed limits, form part of these Rules and must be obeyed.
- b) Home Owners, their Authorised Occupants and Visitors must not obstruct or permit the obstruction of walkways, entrances, security features, lighting or other parts of the common areas.
- c) Smoking is not permitted within any Facility in the community, or any area where Home Owners, their Authorised Occupants and Visitors may gather. This rule applies to meeting rooms/communal halls, reception areas, pool enclosure, BBQ, picnic/eating areas etc.
- d) Sanctuary operates a Notice Board displaying Community Notices and Activities. Only the Park Owner and members of the Home Owners Committee authorised by the Park Owner may display notices on the Notice Board.

2) CLUBHOUSE AND FACILITIES

- a) The Clubhouse will only operate between the hours of 6am to 10pm, Monday to Sunday. On not more than five (5) non-consecutive days in any calendar year, operating hours may extend beyond 10pm for functions or events.
- b) When using the Clubhouse and the Facilities it is the responsibility of Home Owners to:
 - i) Leave these areas in a neat and tidy fashion;
 - ii) Return items to their original location;
 - iii) Clean and clear away any mess and rubbish; and
 - iv) Ensure that their Authorised Occupants and their Authorised Visitors comply with these requirements and the Community Rules
- c) Upon completion of use and before leaving the Clubhouse or Facility, any damage or breakages caused by reckless or careless actions of a Home Owner (or their Authorised Occupants and Visitors) are to be paid for by the responsible Home Owner.
- d) Should a dispute arise between Home Owners in relation to the booking and use of the, Country Club and the Amenities, this will be resolved by the Sanctuary Community Manager and in its sole discretion will determine a solution which the Home Owner agrees to observe.
- e) Home Owners are free to utilise the dining, kitchen, bar and barbeque facilities at the Clubhouse. These areas must be cleaned after use and any kitchenware, glassware and utensils used must be washed and stored away.
- f) Use of the Clubhouse and/or Facilities may be withdrawn by the Park Owner in respect of any Home Owner (or their Authorised Occupants or their Authorised

Visitors) that uses a Facility recklessly or without regard to the proper enjoyment of other Home Owners' use of the same.

- g) Offensive or threatening behaviour (including physical or verbal assault, or theft of community or another Home Owner's property) will not be tolerated in any circumstance. A Home Owner (and/or their Authorised Occupants or Authorised Visitors) who breaches this rule will be asked to leave the Country Club area immediately. Repeated breaches will result in a Home Owner (and/or their Authorised Occupants or Authorised Visitors) being refused permission to access and use the Clubhouse and/or Facilities, and in serious situations, may result in an application being made to terminate the Site Agreement.
- h) When on common areas everybody must be adequately clothed, so as not to cause offence or embarrassment to another person. Home Owners (and their Authorised Occupants and their Authorised Visitors) are required to wear appropriate clothing at all times in accordance with the following:
 - i) *Country Club Bars, Lounges, Meeting Room and Theatre*: No singlets are permitted;
 - ii) *Gymnasium* – shirt or singlet must be worn and footwear required (plus towel);
 - iii) *Recreation facilities and physical activity based organised events*- No singlets are permitted, activity specific footwear required;
 - iv) *Mens Shed and Craft Room* – No singlets are permitted, enclosed shoes required, and when using dangerous equipment appropriate protective gear required; and
 - v) *Pool, Spa and Steam Room* – Appropriate swimwear and towels.
- i) Children must be accompanied by a Home Owner at all times. The Park Owner is entitled to request children to be removed from a Facility if they are displaying noisy or disruptive behaviour.
- j) Washing of animals or clothes within the Clubhouse or Facilities is prohibited.
- k) Home Owners must adhere to the rules for the use of the Facilities which are clearly displayed within each Facility for the safety and wellbeing of all Home Owners:
 - i) Where the Facility has a booking system, this booking system must be followed in order to use the Facility. The rules and procedures for this booking system are clearly displayed within the Facility.
 - ii) Children are not permitted in the Steam Room and or sauna, should these facilities be provided.
 - iii) Children are not permitted in the Gymnasium.
 - iv) Rules for all Facilities are available from the Community Manager, and may change from time to time.

3) WH&S, HEALTH AND HYGIENE

- a) In the event of a Government directive, workplace health and safety emergency, pandemic emergency, or other safety, structural concern, health or hygiene event, the Park Owner may close the Common Areas, Clubhouse and/or Facilities in whole or in part temporarily until the Government directive is lifted and/or the Park Owner believes it is safe to reopen.
- b) In the interest of hygiene and health, no one with a contagious illness or skin infection is to enter the pool, spa, steam room or sauna enclosure.

4) ALCOHOL

- a) If there is a liquor licence granted to the Home Owners Association, then all rules and regulations pertaining to the liquor licence must be adhered to.
- b) Home Owners may bring their own alcohol into the Clubhouse.

- c) Home Owners, and their Authorised Occupants and Visitors are to behave responsibly at all times whilst consuming alcohol in the designated areas.
- d) Intoxicated persons may be asked to leave the Clubhouse or Facility.
- e) liquor must not be consumed in the street or within Facilities that are signed as no alcohol areas.

5) CAR PARKING AND VEHICLES

- a) Resident's vehicles, boats or trailers must be parked in designated areas. They must not be parked on any road in the residential community or any grassed area beside the internal roads, vacant lots or other residents' lots without their permission, or permission from the Park Owner.
- b) Residents cannot drive unregistered vehicles into or on the community roads without permission from the Park Owner.
- c) All visitors, guests and contractor's vehicles should park on the respective resident's sites if there is sufficient room to do so. Otherwise they must park in the designated visitor parking area unless otherwise approved by park owner.
- d) Home Owners may not park in a visitor carspace.
- e) The sign posted speed limit is to be adhered to at all times.
- f) To avoid damage to Community roadways, heavy vehicles are generally not permitted in the Community. However, the Park Owner may give permission for heavy vehicles engaged in Further Development Works, the delivery of goods or services for a resident or the Community or the Park Owner including tradespersons vehicles. All contractors must report to the Community Manager before entering the Park.
- g) All vehicles parked onsite are parked at your own risk and the Park Owner accepts no responsibility for loss, damage or theft.
- h) Sanctuary is a secure gated community and a Home Owner must not open the gates to callers unless they are visiting with the Home Owner or unless it is to allow access for Emergency Services.
- i) A Home Owner or their Authorised Occupants will not allow tail gating to occur at any vehicle entry gate to Sanctuary.
- j) Access fobs are for Sanctuary residents and their Authorised occupants only and must not be provided to any visitor or third party.

6) MAIL

- a) All mail is delivered by Australia Post to the designated mailboxes.
- b) Home Owners are responsible for clearing their respective mailbox on a regular basis.
- c) Home Owners are responsible to arrange deliveries or parcels to their home. Park owner will not accept any deliveries or parcels on behalf of a Home Owner.

7) PRESENTATION OF HOME & LANDSCAPING

- a) Sanctuary prides itself on its high standard and all Home Owners are expected to maintain the appearance of their home to a standard commensurate with other homes in the Community.
- b) Home Owners must maintain the Garden Bed that is contained within the Site to a reasonable standard consistent with the Homes within Sanctuary.
- c) It is the responsibility of the residents to regularly maintain and keep neat and tidy any gardens of their designated sites.
- d) Landscaping including plants, trees flowers and shrubs must not inhibit the Community Operator's direct access to services such as reading electricity and water meters or encroach on neighbouring sites or roadways.

- e) Gardens of sites in the community must be maintained in accordance with your Residential Site Agreement.
- f) In order to retain the overall communities' aesthetics and streetscape, residents are not permitted to make any alterations or additions to the front yard of their designated site, except as detailed below. Plants provided in the front yard are to be retained. Any additional plants and shrubs require written approval from the Community Operator and will only be approved if within keeping of the front landscaping design of the community. A list of approved plants is available at Reception. If written permission is granted, then residents are to maintain any additional planting.
- g) Garden ornaments and other decorative fixtures of any kind that are visible to others are not permitted.

8) NOISE

- a) For the general quiet enjoyment of all residents of the Community, noise at any time must not constitute a nuisance to other residents. Noise must be kept to a minimum after 10pm.
- b) Intrusive, prolonged noise, that disturbs the peace and quiet of other residents, will not be tolerated at any time.

Social functions in the Clubhouse must be brought to the Community Manager's attention for approval prior to the function going ahead.

9) RUBBISH/GARBAGE

- a) Garbage should be wrapped and placed in the appropriate bin.
- b) The style of rubbish bin that may be used and supplied will be determined by the Park Owner.
- c) Recyclable materials including bottles, cans, paper etc should be placed in appropriate bins.
- d) For environmental reasons, and to reduce the residents cost of maintenance, hygiene products, cooking fat, tea leaves or any flammable liquids etc. must not be flushed down the toilet or poured down the sink but should be disposed of together with other domestic garbage on the designated day.
- e) A Home Owner must not store any rubbish bins outside of the Site Area.
- f) A Home Owner will place all refuse only in designated rubbish containers. Placing of rubbish anywhere else on the site area or common areas is prohibited.
- g) Hard rubbish is not to be left outside the Home or the Site Area under any circumstances. Residents are responsible for arranging the disposal of large waste items such as building materials, old furniture, white goods etc., at their own cost.

10) BIKES, SKATEBOARDS, ROLLERBLADES, GAMES ETC

- a) Residents may ride bicycles, including electric bicycles within the community but must at all times ensure that they observe relevant road rules, including speed limits and do so in a manner that does not endanger, or is not likely to endanger, themselves, other persons and must adhere to the relevant terms of the Site Agreement.

11) PETS

- a) Home Owners must have their application approved under the Sanctuary Pet Policy in order to keep a pet; or permit an invitee to bring or keep an animal within Sanctuary, a Home or common property.

- b) Residents who have been given written consent must comply with the Pet Policy. Permission to keep a pet will be withdrawn if the resident does not comply with the Pet Policy.
- c) No animals are permitted in the Clubhouse, pool, spa, steam room or any other Facilities designated as a no animal area.

12) SMOKING

- a) Smoking is not permitted within any public building or facility in the community, or any area where Residents, their visitors or guests may gather. This rule applies to meeting rooms/communal halls, reception areas, pool enclosure, BBQ, picnic/eating areas etc.
- b) Smoking in the homes of owner occupiers is permitted, however we do ask that you respect the proximity of your neighbours and be aware that smoke drifts onto adjoining sites. Smoking that directly impacts a resident in an adjoining home is not permitted.

13) MOBILITY DEVICES

A motorised mobility device (electric wheelchairs, mobility scooters and mobility buggies) is considered to be a pedestrian according to road laws. Therefore, it is a requirement that all residents comply with road safety rules that apply to pedestrians.

If riding on a footpath, travel at walking speed which is 2-3kmh.

If riding on the road, you must never exceed the signed speed limit and stay as close as possible to the left-hand side of the road.

Residents must at all times ensure that they use mobility scooters in a manner that does not endanger, or is not likely to endanger, themselves, other persons or any property.

Definitions In these rules:

Act means the Manufactured Homes (Residential Parks) Act 2003.

Community means Park

Common areas means any amenities, building, facilities, open space, road or other area provided for common use in the community. (see section 4 of the Act *common area*)

We, our and us mean the Park Owner, Community Manager and includes our employees, agents or representatives.

You and your mean any resident in the community.

Resident means home owner

Signed by Home Owner/Resident

Signed By Home Owner/Resident

I have read and accept the above Community Rules