



# APPLICATION FORM

## Land Information Memorandum

Section 44A of the Local Government Official Information and Meetings Act 1987

Rotorua District Council Civic Centre, 1061 Haupapa Street, Rotorua, NZ. Telephone 07 348 4199, Fax 07 346 3143, Email mail@rdc.govt.nz

### 1. Property details

1. Address

Full Legal Description

CT Reference

Current owner (if known)

We want to supply information for the correct property. If you are unsure of the property details please discuss this with a Customer Advisor who will assist you or contact LINZ (Land Information NZ) for a copy of the Certificate of Title (cost applicable).

### 2. Applicant details

2. Name in full

<input type="text"/>	<input type="text"/>	<input type="text"/>
Mr / Mrs / Ms etc	First Name	Last Name

Postal address

<input type="text"/>	<input type="text"/>	<input type="text"/>
House No.	Street	Suburb
<input type="text"/>	<input type="text"/>	<input type="text"/>
Town	Post Code	Country

Contact details

<input type="text"/>	<input type="text"/>	<input type="text"/>
Phone	Mobile	Fax

Email

Delivery address

(if different from above address)

Preferred means of formal correspondence

Please email to me  
Please post my LIM to me

Send email copy to solicitor/agent  
Please telephone me, I will collect my LIM

Signature

Date

### 3. Fees – From 1<sup>st</sup> November 2010 / Payments

3. Residential (10 working days)      \$200      Commercial (10 working days)      \$250

The application will not commence until receipt of payment.

A \$50 cancellation fee will apply if the application is cancelled within 24 hours, however if cancelled after 24 hours then no refund will be given.

Payment Method

Cheque

Credit Card

Cash

**Please turn over**

#### OFFICE USE ONLY

Date received

File reference

Application #

LIM

Received by

CA #

File reference

Receipt #

Amount paid

\$

## ABOUT LIMS

A Land Information Memoranda (LIM) is a report that is prepared by a Territorial Authority (in this case the Rotorua District Council) in relation to matters affecting land and buildings on a particular property:

LIM information includes:

- Any special feature of the land including potential erosion, falling debris, sinking, slipping, silting or build up of land, flooding, or likely hazardous pollutants known to the Council.
- Private and public drains and easements known to Council.
- Rateable valuation of the property and rates struck and owing for the current year. (NOTE: This will also include water rates where applicable).
- Council consents, certificates, notices, orders and requisitions affecting the land and any buildings on that land.
- Zoning of the property and a copy of the Planning Map relating to that Zone, advising how the land can be used.
- Certificates issued by a building certifier.
- Any information that has been submitted to Council by other outside statutory organisations or network utility operators relating to the site or general locality.
- Any outstanding development contributions.

*Note: A Land Information memorandum does not include any site inspections.*

### How long does it take to process a LIM?

The Rotorua District Council has ten (10) working days from date of receipt to action and complete a LIM.

Please note, Rotorua District Council shall not commence action on a LIM if:

- Incorrect payment or non payment is received.
- Incorrect or insufficient information is received.

Council will advise you of this, and your LIM will not proceed until such time as all information requested has been received.

### To apply:

- Accurately complete application form (overleaf).
- Send / deliver completed form and fee to the council.
- Fax service accepted provided fee follows in mail with original form.

## **DISCLAIMER**

A Land Information Memorandum report relates to the legal description that is supplied to Council.

Rotorua District Council accepts no responsibility whatsoever if the legal description which is provided is incorrect.