

I/We request that a Land Information Memorandum (LIM) be carried out on the following property:

Street Address .....

.....

Legal Description Lot ..... DP .....

Section..... Block .....

Valuation No ..... Area .....

Certificate of Title ..... (Please supply search copy)

Present Owners .....

Client's Name .....

Site Details: Please tick where applicable / known

Dwelling	<input type="checkbox"/>	Apartment	<input type="checkbox"/>	Fireburner	<input type="checkbox"/>
Minor Dwelling	<input type="checkbox"/>	Carport	<input type="checkbox"/>	Swimming Pool	<input type="checkbox"/>
Resited Dwelling	<input type="checkbox"/>	Garage	<input type="checkbox"/>	Spa	<input type="checkbox"/>
Commercial (Specify)	<input type="checkbox"/>	Conservatory	<input type="checkbox"/>	Farm Building	<input type="checkbox"/>
Industrial (Specify)	<input type="checkbox"/>	Deck	<input type="checkbox"/>	Outbuildings (Specify)	<input type="checkbox"/>
Education (Specify)	<input type="checkbox"/>	Bare Land	<input type="checkbox"/>	Other (Specify)	<input type="checkbox"/>

**Land Information Memorandum to be sent to:**

Name .....

Address .....

.....

Telephone No ..... Fax No .....

Signature ..... Date .....

The Council charges payable on the making of this application are \$175.00 (inc GST) for a new LIM and \$75.00 (inc GST) for a second and subsequent LIM on same property within two months (please query when ordering LIM). The application will not be processed until the fee is paid. A maximum of 10 working days may be required for the processing of this application.

Please ensure that the form is completed fully. For further information regarding Land Information Memorandums, please contact the Dargaville Office:

Kaipara District Council  
Private Bag 1001  
Dargaville

Ph 09 439 7059  
Fax 09 439 6756  
e-mail [council@kaipara.govt.nz](mailto:council@kaipara.govt.nz)

\$ ..... Receipt No ..... Date .....

This information is intended to help you complete the application form correctly so that your application can be processed quickly and the memorandum returned to you without delay.

- Location** Where a street number has not yet been allocated please supply a locality plan showing the location of the land.
- Legal Description** This section should be completed in full to ensure that the memorandum provided is for the land you require. The information can be obtained from the Certificate of Title for the land. A copy of the Certificate of Title **must** be supplied with your application. A copy of the Certificate of Title can be obtained from Land Information NZ, Oracple Tower, 56 Wakefield Street, Auckland City. Telephone 0800 665 463. If property is a cross lease or unit title the exact area or unit must be identified. If part of a current subdivision the underlying Certificate of Title is required or a 224(c) Certificate.
- Site Details** Please tick (✓) where applicable / known. The details will assist the Council to identify any building permits / consents applicable to the land as the Council **does not** carry out a site inspection as part of the application.
- Present Owner** These details will assist Council to clearly identify the land.
- Contact Details** This information is important in case Council needs to communicate with anyone regarding details or enquiries to do with the application.
- Charge** The fee of \$175.00 (inc GST) for a new LIM or \$75.00 for a second and subsequent LIM on the same property within two months (please query when ordering LIM) is payable when the application is lodged. The application will not be processed until the fee is paid.
- Processing Time** Providing all the necessary information is supplied with your application, the LIM will be prepared by the Council within 10 working days and forwarded to you as quickly as possible.

### Privacy Act 1993

- Personal information obtained in this application is primarily for establishing applicant identity and, when the application has been granted or declined, for administration, monitoring and enforcement.
- The information may be released to any inquirer about the application, the refusal of the application, or in relation to the use of any consent or approval of the application.
- The information will be held by Kaipara District Council, 42 Hokianga Road, Dargaville.
- The information will be used for verifying and amending the Council's ownership and occupier records (the Rating Roll) and will be released in accordance with the Rating Powers Act 1988 and to Valuation New Zealand.
- You have the right to access the information and to request its correction.

### Disclaimer

*The information in the Land Information Memorandum (LIM) will be produced as a result of a request under Section 44A Local Government Official Information and Meetings Act 1987 and contains information known to the Council about the land. It is based on a search of Council records only and no inspection of the land or any building on it will be undertaken for the purpose of preparing the LIM.*

*Where information has been supplied to Council by a third party it cannot guarantee the accuracy of that information and it is supplied on the understanding that no liability shall arise or be accepted by the Council for any error contained therein.*