



(Rotorua Lakes Council is the operating name of Rotorua District Council)

Rotorua Lakes Council Civic Centre, 1061 Haupapa Street, Rotorua, NZ. Telephone 07 348 4199, Fax 07 346 3143, Email info@rotorualc.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. Company Name

Name in full

Mr / Mrs / Ms etc

First Name

Last Name

Postal address

House No.

Street

Suburb

Town

Post Code

Country

Contact details

Phone

Mobile

Fax

Email address

The completed LIM report will be provided electronically by email, unless the applicant has no email address in which case alternative arrangements can be made, please contact a Customer Advisor to discuss delivery or collection of a hard copy.

3. Fees/ Payments

3. Residential (10 working days) ☐ \$325.00

Commercial (10 working days) ☐ \$425.00

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

☐ 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 Lakes 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 Lakes Council has ten (10) working days from date of receipt to action and complete a LIM.

Please note, Rotorua Lakes 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 Lakes Council accepts no responsibility whatsoever if the legal description which is provided is incorrect.