

## 1. APPLICANT

Name of Applicant:

C/O (if applicable):

Applicant address:

Contact Number(s):  Email address:

## 2. OWNER OF PROPERTY

Name of Owner:

## 3. LAND LOCATION

Street Address of Property:

Suburb and Town:

## 4. LEGAL DESCRIPTION

Valuation Number:  Certificate of Title Identifier:

Lot / Section and DP:

Lot Area (square meters/hectares):

Vacant Land:  Yes  No Swimming Pool:  Yes  No

## 5. TYPE OF LIM REQUIRED [Select One]

STANDARD Residential \$298 incl. GST (10 Working Days)  
 STANDARD Commercial \$450 incl. GST (10 Working Days)  
 Working Days (not inclusive of weekends or Public Holidays)

## 6. CHARGES

All payments are to Queenstown Lakes District Council. Please attach relevant confirmation details.  
 Direct credit payments are to be made to BNZ account: **02-0948-0002000-000**

Particulars: "LIM"	Code: "Payee Name"	Reference: "Property Address"
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Amount Paid: \$   Direct Credit  Credit Card  QLDC Reception

## 7. SIGNED BY OR ON BEHALF OF THE APPLICANT

Name:  Date:

Signature:

Please email applications to: [liminformation@glde.govt.nz](mailto:liminformation@glde.govt.nz)

**NOTE: AN UP-TO-DATE COPY OF THE CERTIFICATE OF TITLE AND TITLE PLAN DATED WITHIN THE LAST 3 MONTHS MUST BE INCLUDED WITH YOUR APPLICATION.**

## MATTERS THAT WILL BE INCLUDED IN THE LAND INFORMATION MEMORANDUM

- Information identifying any special features or characteristics of the land concerned, including information on potential land instability and likely flooding, or the likely presence of hazardous contaminants, that is known to the authority but is not apparent from the district scheme or plan;
- Information on private and public storm water and sewage drains as shown in the territorial authority records;
- Information relating to any rates owing on the land;
- Information concerning any consent, certificate, notice, order or requisition affecting the land or any building on the land;
- Information concerning any certificate issued by a building certifier under the Building Act 1991;
- Information relating to the use to which that land may be put and condition attached to that use;
- Information given to the authority by any statutory organisation with the power to classify land or building for any purpose; and
- Any information which has been notified to the territorial authority by any network utility operator under the Building Act.
- The LIM being applied for may include information concerning the land which the Council considers, at its discretion, to be relevant pursuant to section 44A(3) of the Local Government Official Information and Meetings Act 1987. By signing this form, you acknowledge that the council gives no assurance as to the accuracy or comprehensiveness of any information included pursuant to section 44A(3) and that it accepts no responsibility or liability for any reliance placed on it.

**PLEASE NOTE:**            **Processing will commence only once we have received a completed application form with certificate of title, title plan, and fees have been received in full to Queenstown Lakes District Council. Applications received after 3:30pm are processed as received the following day.**

**The Statutory requirement for issuing Land Information Memorandum reports is 10 working days.**