

# LAND INFORMATION MEMORANDUM APPLICATION FORM

## INTRODUCTION

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

## WHO MAY REQUEST OR REQUIRE A LIM?

- i. Property buyers and sellers
- ii. Real estate agents
- iii. Valuers
- iv. Barristers and solicitors
- v. Lenders and insurers

## WHAT WILL BE IN A LIM?

Included in a LIM will be the following information:

- a) 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.
- b) Private and public drains and easements known to Council.
- c) Government valuation of the property and rates struck and owing for the current year.  
(*Note: This will also include water rates where applicable*).
- d) Council consents, certificates, notices, orders and requisitions affecting the land and any buildings on that land.
- e) Zoning of the property and how the land can be used.
- f) Certificates issued by a building certifier.
- g) Any information that has been submitted to Council by other outside statutory organisations or network utility operators relating to the site or general locality.

## HOW DO YOU REQUEST A LIM?

All requests for a LIM must be in writing. A request form is on the reverse for your use.

You can either pay by Direct Credit for the amount of **\$260.00 (including GST) Residential**  
**\$330.00 (including GST) Commercial**

Bank Details: BNZ, Kawerau **02-0348-0014307-00**

When completing bank references please include the following: **Your name** the **Property address** and the word **‘LIM’** in the reference field.

Fill in the form and email to [kaweraudc@kaweraudc.govt.nz](mailto:kaweraudc@kaweraudc.govt.nz)

## HOW LONG WILL A LIM TAKE TO PROCESS?

The Kawerau District Council has ten (10) working days from the **date of receipt** to action and complete a LIM. Please note, however, should you not send correct or sufficient information, Council will advise you of this and your LIM will not be processed until such time as all information requested has been received by Council.

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

Present Owner(s): \_\_\_\_\_

Address: \_\_\_\_\_

Legal Description: Lot: \_\_\_\_\_ DPS: \_\_\_\_\_

Valuation Number: \_\_\_\_\_

Area: \_\_\_\_\_

**Privacy Statement**

The information provided on this form will be used to correctly identify the person requesting the Land Information memorandum to ensure that the information is sent to the correct address. Staff having direct access to this information include Building and Regulatory Services staff.

**Under the Privacy Act 1993, you have a right of access to your personal information held by the Kawerau District Council and you are entitled to request that your personal information be correct.**

**I confirm the above information is correct and I consent to its use in the manner outlined in the Privacy Statement.**

Signed: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**LAND INFORMATION MEMORANDUM TO BE SENT TO:  
(Address For Service)**

**APPLICANT:**

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Telephone:** (Business) \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**CHARGE:** The Council Charge payable on the making of this application is **\$260.00 for Residential** and **\$330.00 for Commercial/Industrial** (including GST) (code 20 11 03 1025)

\$ \_\_\_\_\_ **Receipt No:** \_\_\_\_\_ **Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**KAWERAU DISTRICT COUNCIL, PRIVATE BAG, KAWERAU 3169**  
**TELEPHONE: (07) 306 9009 FACSIMILE (07) 323 8072**  
**[www.kaweraudc.govt.nz](http://www.kaweraudc.govt.nz)**