

Application for Land Information Memorandum

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



Send, deliver or email your application to:

Kāpiti Coast District Council

Private Bag 60 601, Paraparaumu 5254

175 Rimu Road, Paraparaumu 5032

Phone 04 296 4700 or 0800 486 486

Email: kapiti.council@kapiticoast.govt.nz

Application for Land Information Memorandum

It is important to note if you are considering buying or selling a property, that the Kāpiti Coast District Council will process your request for a Land Information Memorandum (LIM) within **10 working days** from when your application and payment in full has been received.

Applicant's details

Applicant Name:

Postal Address:

Suburb:

City:

Post Code:

Applicant Email:

Preferred contact phone:

Other phone:

This LIM is required for the following property

It is important that you have provided the correct Legal Description, Record of Title and Valuation Number to enable us to accurately identify the property. This information is available from our website: <http://eservices.kapiticoast.govt.nz/properties/search> or over the counter at our Council Service Centres.

Location of Property:

Legal Description: Lot (Number)

DP (Number)

Valuation Number:

Record of Title (Number):

Current Owner:

If property is cross-leased, identify unit e.g. Front, Back:

Does the property include a swimming pool or small heated pool (spa)?

Yes

No

Unknown

Fees 2020/21 (GST Inclusive)

Select one

Land Information Memorandum

\$ 323.00

Land Information Memorandum with Building Plans

\$ 341.00

Method of payment (must be made at time of application)

- I have paid at a Kāpiti Coast District Council Service Centre when I delivered this application.
- I have paid by electronic transfer (Council Bank Account Number: 03-0732-0306101-00) and quoted "LIM" and the property address in the reference fields(s); and
- I have included proof of electronic payment with this application.
- I have enclosed a cheque with this form.

How I would like to receive my LIM (please select one only)

- Please email my LIM to me
OR
- I will collect my LIM – please contact me when it is ready by Phone or Email
OR
- Please courier my LIM to me (cost included in fee).

Declaration**I note that:**

- The appropriate fee must accompany this application and processing cannot start without correct payment.
- It is my responsibility as the applicant to accurately identify the property for which this LIM is required.
- Kāpiti Coast District Council is only able to provide information that is held within Council records. An on-site inspection is not made for the purposes of this report.
- Kāpiti Coast District Council is not an agent for any other network utility (electricity or gas) and I may wish to contact these agencies direct with any queries.

Cancellation of LIM applications

For information about how to cancel an application and request a refund of a portion of the fee, please visit our website:
kapiticoast.govt.nz/services/A---Z-Council-Services-and-Facilities/Property-Information/

No refunds will be issued after two working days of receipt of application.

Signature of Applicant:**Date:****Office Use Only****Date Received:****Receipt No:****Correct Payment or Proof of Payment Received:** Yes No \$ _____**LIM No:**