

# APPLICATION FOR OFF-LICENCE OR RENEWAL OF OFF-LICENCE



## Form 4, Sections 100 and 127(2), Sale and Supply of Alcohol Act 2012

**Send or deliver your application to:**

The Secretary  
 District Licensing Committee  
 Kāpiti Coast District Council  
 Private Bag 60601, Paraparaumu 5254  
 175 Rimu Road, Paraparaumu 5032  
 Telephone (04) 296 4700 Toll Free: 0800 486 486

<b>For Council use</b>
File #

Once this application is complete you may make an appointment for a pre-lodgement meeting with a Licensing Inspector at the numbers given above.

Application forms cannot be accepted by the District Licensing Committee (DLC) over the counter until they have been signed off as complete by the Inspector and a fee category has been calculated. **Instructions on how to complete this application are attached at the back of the form.**

This application is made in accordance with the particulars set out below:		
<b>1. Application Type</b>		
<input type="checkbox"/> New Off-Licence	<input checked="" type="checkbox"/> Renewal of Off-Licence Licence number: 45/OFF/067/2023	<input type="checkbox"/> Renewal of Off-Licence with variation of conditions Licence number:
<b>2. Endorsements</b>		
Tick the appropriate box if you want an endorsed licence only		
<input type="checkbox"/> Auctioneer	<input type="checkbox"/> Remote Sales	
<b>3. Details of Applicant</b>		
Full legal name or names to be on licence (if a company, must be a company name):  AFFLUENCE PLUS LIMITED		
Whether licence already held for premises concerned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No, and if 'Yes', state kind of licence  BOTTLE STORE - OFF LICENCE		
<b>4. Applicant Status: by reference to section 28 of Sale and Supply of Alcohol Act 2012</b>		
<input type="checkbox"/> Natural person(s)	<input checked="" type="checkbox"/> Private Company	
<input type="checkbox"/> Body Corporate	<input type="checkbox"/> Public Company	
<input type="checkbox"/> Partnership	<input type="checkbox"/> Other (please specify).....	

**5. For Applicant that is a Natural Person(s)**

Full legal name:

Any aliases (and/or maiden name):

Usual residential address: Number

Street:

Suburb:

City:

Postcode:

Sex:

Occupation:

Date of birth:

Place of birth:

Telephone:

Mobile:

Email:

Preferred mode of contact:

**6. For Applicant that is a Body Corporate, Authority under which Incorporated****7. For Applicant that is Not a Natural Person(s), Details of Contact Person**

Name: HELEN GEE

Designation/Position: LICENSING CONSULTANT

Telephone:

Email: helen@omegahospitality.co.nz

Mobile: 021 488315

Preferred mode of contact: EMAIL

**8. Postal Address for Service**

Number/Street/PO Box: PO BOX 50

Suburb: KUMEU

City: AUCKLAND

Postcode: 0841

**9. Business Details***Describe principal business, any other businesses*

BOTTLE STORE: note the Company Director also has interest in other bottle stores, please refer to the cover letter attached

**10. Criminal Convictions***Does the applicant(s) have any criminal convictions (other than convictions for offences against provisions of the Land Transport Act 1998 not contained in Part 6, and offences to which the Criminal Records (Clean Slate) Act 2004 applies).  Yes  No, and if "Yes", then please provide nature of the offence, details of conviction, and penalty imposed.***11. For a Company whether Incorporated under the Companies Act 1993 or Equivalent Foreign Legislation**

Full Legal Names of Directors:

Charitra GANDHI

**12. For a Private Company Incorporated under the Companies Act 1993**

Authorised capital:	Paid up capital:
Name: Charitra GANDHI	Address: Street number 13
Street: Ashwood Street	Suburb: Woodridge
City: Wellington	Postcode: 6037
Date of birth: 12.01.1974	Place of birth: India
Designation: Director/Shareholder	Face value of shares held: 100%

**13. For a Partnership**

Full legal name of partner:		
Usual residential address: Number	Street:	
Suburb:	City:	Postcode:
Full legal name of partner:		
Usual residential address: Number	Street:	
Suburb:	City:	Postcode:

**14. Details of Premises**

Address: Number 78	Street: Main Road	
Suburb: Waikanae	City:	Postcode: 5036
Trading Name: Barrel 2 Bottle		
<b>If not Owned by Applicant:</b>		
Tenure: <i>(state whether to be held as leasehold, or under tenancy agreement or licence)</i>		
Full legal name of owner: Mahara House Limited		
Address: Number PO Box 379	Street:	
Suburb: Waikanae	City:	Postcode: 5036
Type: <i>state whether grocery, hotel, retail shop (other than grocery), or tavern</i> retail shop		
Is the licence conditional on completion of building work: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, and if "Yes", state details:		

**15. Details of Duty Manager(s)/Proposed Manager(s) *If more than two certified managers please attach details separately***

Full legal name: MORE THAN TWO - PLEASE REFER TO THE COVER LETTER (1)

Number of manager's certificate:

Expiry Date:

Full legal name:

Number of manager's certificate:

Expiry Date:

**16. Business Details**

Is the sale of alcohol intended to be the principal purpose of business:  **Yes**  **No**, and advise the intended principal purpose of business *(for example: sale of alcohol, sale of food; entertainment; accommodation).*

Is the applicant engaged, or intending to be engaged, in the sale or supply of any goods other than alcohol, non-alcoholic refreshments and food, or in the provision of any services other than those directly related to the sale or supply of alcohol and non-alcoholic refreshments, and food:  **Yes**  **No** - and if "Yes", advise the nature of other goods or services. This is to assess whether other goods and services provided are compatible with the sale of alcohol.

State the days and hours proposed for sale of alcohol (this is your current licensed hours not trading hours):

Monday to Sunday 9am to 9pm

**17. Conditions**

- Write answer below or attach relevant documents that demonstrate compliance.
- When including attachments please number the hard copies, and in the first column circle 'Yes box and write the document number on '#.....'

**Doc attached?  
Number.**

Describe experience and training of applicant:

The Company Director and sole Shareholder is Mr Charitra Gandhi (Chintu)  
He has been involved in the industry for the past 20 years.

He is teh Director and Shareholder of many companies showing in the Companies Register, below are the only ones that relate to the alcohol industry;

Vintel LTD - trading as Bottle 2 Barrel Newlands  
Affluence Plus LTD (VN13 LTD is 100% shareholder) Barrrel 2 Bottle Waikanae  
VN13 LTD - new owner of The Bottle-O Stokes Valley - new licence pending  
VN13 LTD - new owner of The Bottle-O Tawa - new licnece pending

Yes / No  
#YES 1  
#.....

<p>Describe the steps proposed to be taken to prevent the sale and supply of alcohol to prohibited people:</p> <p>Comprehensive Social Responsibility policy is in place and supported by regular team training and singage that stated:</p> <p>no alcohol will be served to minors no intoxicated persons will be served</p>	<p>Yes / No #YES 2 #.....</p>
<p>Describe any other steps the applicant proposes to promote the responsible consumption of alcohol (for instance host responsibility practices):</p> <p>the team engages with their customers so they can more easily identify signs of intoxication. the team are happy to make a free phone call for anyone who wishes to call for alternative transports. Never serve alcohol unless it is safe to do so.</p>	<p>Yes / No #.....</p>
<p>Describe any other systems (including training systems), and staff in place (or to be in place) for compliance with the Act:</p> <p>Regular team training provided by senior Duty Manger certificate holder please refer to the training plan attached.</p>	<p>Yes / No #YES 3 #.....</p>
<p>Describe any actions that have been taken to ensure the good order and amenity of the locality would not be likely to be:</p> <ul style="list-style-type: none"> <li>• reduced, by more than a minimal extent, by granting the licence; or</li> <li>• increased, by more than a minimal extent, by the refusal to renew the licence.</li> </ul> <p>Well trained and experienced team who have working knowledge of their Social responsibility policy. The Applicant has been successfully operateing bottle stores for almost 20 years.</p> <p>Promotions always within the National Guidelines and never encourage rapid or excessive alcohol consumption</p>	<p>Yes / No #.....</p>
<p><b>For Licence Renewal Only:</b> Describe any conditions of the licence the applicant seeks to vary or cancel: <i>To be filled in for each condition the applicant seeks to vary or cancel – attach additional pages as necessary</i></p> <p>Terms of condition at present:</p> <p>No varation requested</p>	<p>Yes / No #..... #..... #..... #.....</p>

Action sought:  **Variation**       **Cancellation**. If Variation, in what respect does the applicant seek to vary the condition?

Full reasons for variation or cancellation:

<b>18. Attachments</b> <ul style="list-style-type: none"> <li>When including attachments please number the hard copies, and in the first column circle 'Yes' box and write the document number on '#.....')</li> </ul>	<b>Doc attached? Number.</b>
A statement, or signed declaration, regarding the premises need for an evacuation scheme, as set out in section 100(d) of the Act for new applications, or section 127(e) of the Act for renewals. A copy of the 'Evacuation of Declaration Scheme' is available on the website.	Yes / No # <b>YES 4</b> #.....
Please attach certificate to show that proposed use meets the requirements of the Resource Management Act 1991. <i>Not required for renewal unless the business activity or type has changed since the last version.</i>	Yes / No #.....
Copy of Building Compliance Certificate. Please attach certificate to show that the premises meet the requirements of Building Code 2004. <i>Not required for renewal unless structural changes have been undertaken since the last issue or renewal.</i>	Yes / No #.....
Where the premises are a grocery store, the statement of annual sales revenue required by regulation 12 or 13 (as the case requires) of the Sale and Supply of Alcohol Regulations 2013.	Yes / No #.....
Where the premises are a grocery store or supermarket, a scale floor plan must be provided clearly defining the single alcohol area, or sub-area, and layout of the premises including entry/exit and checkouts.	Yes / No #.....
Where the premises are a bottle store or tavern off licence, a plan must be provided showing designations and the principal entrance.	Yes / No # <b>YES 5</b> #.....
For body corporate applicant, please attach a copy of certificate of incorporation (or equivalent document). <i>Not required for renewal unless there have been changes since the last issue or renewal.</i>	Yes / No #.....
Advise if a Crime Prevention Through Environmental Design (CPTED) assessment has been undertaken or any improvements to the design and layout in accordance with CPTED. <input type="checkbox"/> <b>Yes</b> <input checked="" type="checkbox"/> <b>No</b> , and if 'Yes' attach a copy. If 'No', discuss with the Licensing Inspector if you need to complete a CPTED checklist for this application (see HPA and the Ministry of Justice websites for more information).	Yes / No #..... no changes to floor plan
If premises owned by another party, please attach an owner's statement or copy of lease to show there is no objection from the owner to the issue of licence to this premise. <i>Not required for a renewal unless the lease or</i>	Yes / No no changes to owner

ownership arrangements have changed.	
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**19. Further Details where Applicant is a Company**  
*Include full details of each person who holds 20% or more of the shares, or of any particular class of shares, issued by the company.*

Name: VN13 LTD	Address: 214 Main Rd	
Suburb: Tawa	City: Wellington	
Postcode:	Date of birth:	
Place of birth:	Designation:	
Name: Company Director of VN13 LTD Charitra GANDHI	Address: 13 Ashwood Street	
Suburb: Woodridge	City: Wellington	
Postcode: 6037	Date of birth: 12.01.1974	
Place of birth: India	Designation: Mr	
Name:	Address:	
Suburb:	City:	
Postcode:	Date of birth:	
Place of birth:	Designation:	

Are additional sheets attached? Yes / No - Doc number #.....

**20. Further Details where Applicant is a Partnership**

Name:	Address:	
Suburb:	City:	
Postcode:	Date of birth:	
Place of birth:	Date:	Signature:
Name:	Address:	
Suburb:	City:	
Postcode:	Date of birth:	
Place of birth:	Date:	Signature:
Name:	Address:	
Suburb:	City:	
Postcode:	Date of birth:	
Place of birth:	Date:	Signature:

Are additional sheets attached? Yes / No - Doc number #.....

**21. Signature of Applicant (this must be signed by applicant not their agent)**

I authorise New Zealand Police to disclose any personal information it considers relevant to my application to the Medical Officer of Health and/or the Licensing Inspector for the purpose of assessing my suitability.

Name: Helen Gee - Licensing Consultant on behalf of the Applicant

Date: 07.04.2025

Signature:



Dated at location: Dunedin

**Privacy Statement**

Information contained in your application and any supporting information will be held by Kapiti Coast District Council to enable your application to be processed under the Sale and Supply of Alcohol Act 2012. This information will be made available to the public on request. The information will be provided to the Kapiti Coast District Licensing Committee, the NZ Police, the Medical Officer of Health and Council's Licensing Inspectors. This information may form part of a public hearing of your application before the Kapiti Coast District Licensing Committee and may be used in the Committee's decision for your application. Decisions will be made publically available.

Council is required to keep a statutory register of all applications and the District Licensing Committee's decisions on them. Council is required to report statistics about applications to the Alcohol Regulatory and Licensing Authority. Any member of the public may request access to this information under the Local Government Official Information and Meetings Act 1987. This information may also be used under the Privacy Act 1993. You have the right to see and correct personal information that Council holds about you.

**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 my name and "alcohol" in the reference fields; 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 alcohol licence (please select one only)**

I will collect my alcohol licence – please contact me when it is ready by  Phone or  Email

OR

email to: [helen@omegahospitality.co.nz](mailto:helen@omegahospitality.co.nz)

Please post my alcohol licence to me.

**Next Step:** Once your application is complete, if you would like to make an appointment for an optional pre-lodgement meeting with the Licensing Inspector then please Telephone (04) 296 4700 or Toll Free: 0800 486 486.

- 1 This form must be accompanied by the prescribed fee.
- 2 This form must be accompanied by the required attachments (refer Points 19 or 20).
- 3 Within 20 working days after filing your application with the District Licensing Committee (or 10 working days if it is an application for renewal), the application must be publically notified. The public notice template will be provided on receipt of your application by the Alcohol Licensing Team.



**For Office Use: Application Fee Risk Categories**

Very Low

High

Low

Very High

Medium

Application Fee Payable: \$ \_\_\_\_\_ Signature of Licensing Inspector \_\_\_\_\_

Name of Licensing Inspector \_\_\_\_\_ Date: \_\_\_\_\_

07.04.2025

The Secretary  
Hutt City Licensing Committee  
Lower Hutt

**Application for RENWEAL of an OFF LICENCE for AFFLUENCE PLUST LIMITED**

**The Applicant:**

This Company Director and sole Shareholder is Mr Charitra Gandhi (aka Chintu). He has been involved in the industry for the past 20 years.

Chintu is Director and Shareholder of many companies showing in the companies register, below are the only ones that relate to the alcohol industry.

Vintel LTD – trading as Barrel 2 Bottle Newlands  
Affluence Plus LTD (VN13 LTD is 100% shareholder) - trading as Barrel 2 Bottle Waikanae  
VN13 LTD – trading as: The Bottle-O Stokes Valley – new licence pending  
VN13 LTD – trading as: The Bottle-O Tawa – new licence pending.

Chintu is also the Company Director of the Vintel Holdings LTD which now owns the Stokes Valley property.

**Team Training:**

Training is provided by the Store Manager who holds a current DM certificate. The training sessions take place monthly for a refresher, the SCAB tool is on-hand for reminders on how to recognize intoxication. Also ad-hoc meetings and training sessions are held as required. A written record of the training sessions is kept instore and available to view if required.

**Duty Managers:**

Manik Singh KHINDA	45/CERT/1028/2022	expires 18.07.2025
Kamalvir Singh MARAHAR	45/CERT/1174/2024	expires 20.02.2028
Paras SINGH	45/CERT/1267/2025	expires 11.03.2026

**The Premises**

Located in the Town Centre, the premises is located in a Commercial Hub facing Main Road and accessed from a car park at the corner of Main road and Ngaio Road.

Neighbouring retailers include Subway / Pronto Pizza, and Waikanae Roast.

Located adjacent to an alcohol free zone that is in effect every day from 9pm to 6am.

All information in this application has been supplied by the applicant to Omega Hospitality. Omega Hospitality take no responsibility for any omitted or incorrect information which has been supplied by the applicant. It is hoped that the information has provided a complete picture of the way the business is operated, and I welcome any queries at all on the applicant and application.

Sincerely  
Helen Gee  
Alcohol Licensing Consultant for Omega Hospitality LTD  
[helen@omegahospitality.co.nz](mailto:helen@omegahospitality.co.nz)  
021488315



# Barrel 2 Bottle Waikanae

## Social Responsibility Policy

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***The team at Barrel 2 Bottle Waikanae welcome you to our place.  
As a responsible supplier of alcohol, we take our responsibilities seriously and  
we invite you to read and support our policy below***

It is against the law to sell or supply alcohol or tobacco products to minors (under the age of 18 years). If we believe our customers are under the age of 25, we will ask for identification. Acceptable form of proof or age are NZ photo driver's licence, the Hospitality NZ 18+ card, and an original, valid passport.

Anyone showing signs of intoxication will not be served. Our team is trained to recognise signs of intoxication and we are under instruction to refuse liquor service at our discretion with respect to concerns of intoxication. If any of our customers are intoxicated they will be asked to leave.

We have a full range of low and non-alcoholic beverages available at all times including, juice, low alcohol beers, soft drinks and mineral water

Our premise is a 'supervised area' under the act which means persons under 18 are only permitted onsite with a legal guardian

Ask us about safe transport options. We are happy to make a free phone call for customers wishing to call a taxi, dial a driver etc

During tastings water will be readily available.

We actively promote safe and responsible drinking messages.

We will display and/or provide Alcohol Helpline resources

Alcohol will not be promoted in an irresponsible manner

We maintain a training and management policy to give our team the skills and support needed to do their job responsibly

***The team at Barrel 2 Bottle Waikanae care about the community. We  
appreciate your help in continuing to make this a safe and respectful  
environment for everyone to enjoy and we look forward to seeing you again***

## STAFF TRAINING PLAN

### B2B WAIKANAE

We will ensure that all staff are fully trained in their requirements and responsibilities under the Act.

Particular attention will be paid to the identification of minors and signs of intoxication.

Training is provided by a senior Duty Manager certificate holder.

- Training is given:
- upon induction for new staff
- during review meetings
- additional training every week initially, then when they are showing progression, they will join the whole team regular refresher training sessions.

Training covers:

- signs of intoxication
- identification of minors
- understanding social responsibility
- incident book review

On-going training is given on an as-and-when needed basis and we endeavour to conduct refresher training every **two** months.

We keep written training records to ensure consistency and to help identify any individual training needs.

#### **Intoxication**

- Staff will be instructed that intoxicated persons must not be allowed entry to the premises or served alcohol, and intoxicated persons must not remain on the premises.
- All staff will be trained how to recognise the signs of intoxication by using the SCAB tool
  - Any person displaying two or more signs that their Speech, Coordination, Appearance or Behaviour is affected will not be sold alcohol

The Duty Manager will take control of handling any intoxicated customers and will politely ask them to leave the premises.

#### **Minors:**

- All staff trained in which forms of ID are accepted: NZ Drivers Licence / Valid Passport / Hanz 18+card / Kiwi Access card
- Any person who looks to be under the age of 25 will be checked
- No minors allowed inside the store at all unless with their parent or legal guardian
- No person wearing school uniform will be served, regardless of proof of age

**Understanding Social Responsibilities:**

Run through the points listed on the Social Responsibility Policy displayed near the Point of Sale

**Incident Book Review:**

Discussion on any incidents that may have happened and how it may have been handled differently

NOTE incidents should be recorded in the incident register within 12 hours of the incident occurring.

Example of incidents that should be recorded are:

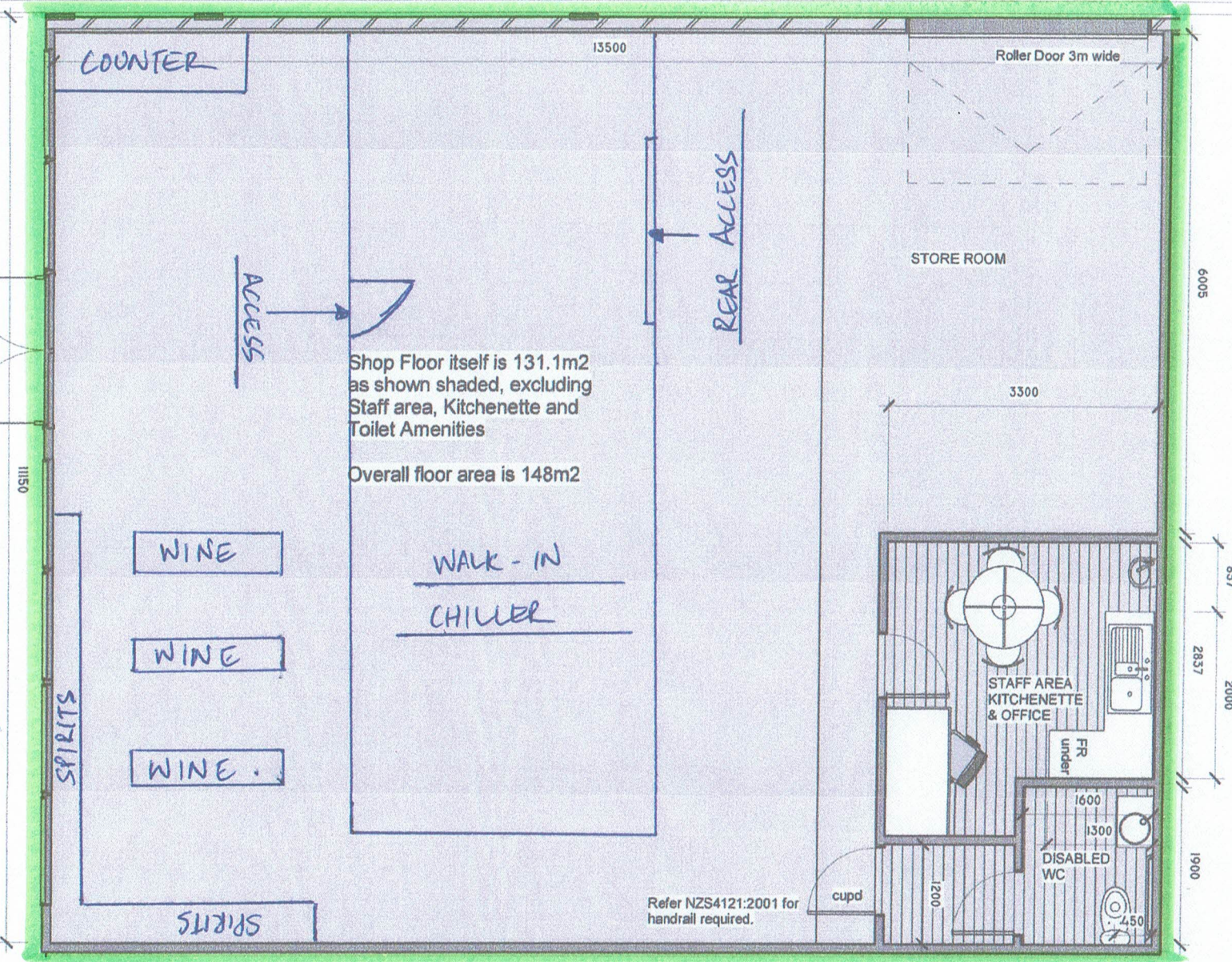
- Customers or staff being injured or seriously threatened
- Fighting on the premises
- A customer being forcibly evicted or banned from the premises
- Intentional property damage by a customer
- Customers breaking the law on the premises
- External agencies such as Police or emergency services being contacted

**ServeWise:**

We will endeavour to have all of our staff complete ServeWise training every 12months. Certificates will be kept in our training folder.

Principal Entrance →

Entire area Licensed & Supervised



**Proposed Plan**  
**Sharon & Ross Matthews**  
**70 Main Road Waikanae**

Revisions:  
A 22.07.14 Addition roller door  
B 23.07.14 Addition of staff area and WC  
Sizes to be confirmed onsite.

**DO NOT SCALE OFF DRAWINGS**  
These Drawings are copyright.  
Drawings required to be read in conjunction with the Specification and Contract Documentation. Read in conjunction with Consultants Drawings and Specifications.  
Verify all dimensions onsite prior to commencing work. Contract Architectural Designer if you require clarification.

Drawn By: **Robyn D**  
Date: **27/07/14**  
Scale: **1 : 50**

Project No: **131**  
Drawing Number: **AP01C**

# Authorisation for consultant

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*This declaration is to be completed when applicant is employing Omega Hospitality and Retail LTD as the acting consultant*

**The Director  
Omega Hospitality and Retail Limited  
PO BOX 39-395  
Howick  
Auckland**

## Authorisation for Omega Hospitality

I, Charitra Gandhi(Chintu), Director of VN13 Limited, trading as Barrel 2 Bottle Waikanae 78 Main road Waikanae, authorise **Omega Hospitality and Retail Limited** to act as our agent in all Liquor Licensing matters relating to the above premises.

I understand that the Police are required to report on the application and as such, I consent to the release of any personal information either relating to myself or Directors or business of VN13 Limited



Signed: \_\_\_\_\_

Name: **Charitra Gandhi (Chintu)** \_\_\_\_\_

On behalf of: **VN13 Limited** \_\_\_\_\_  
(Company name or legal entity)

Date: **18.03.2025** \_\_\_\_\_

# Fire Evacuation Statement

*This statement must be accompanied with all new or renewal applications for on-licence (including BYO licences), off-licence, special and club licences in accordance with section 100 and 127 of the Sale and Supply of Alcohol Act 2012.*

## 1. Applicant details

<b>Premises name:</b>	BARREL 2 BOTTLE WAIKANAE
<b>Applicants name:</b> (Individual or Company)	AFFLUENCE PLUS LIMITED
<b>Premises address:</b>	78 MAIN ROAD, WAIKANAE
<b>Contact phone:</b>	Home: Mobile: 021 488315
<b>Contact email:</b>	helen@omegahospitality.co.nz - Agent

## 2. Fire evacuation scheme

Most commonly a building requires an evacuation scheme because it is used for the following purposes:

- The gathering together, for **any purpose of 100 or more persons:**
- Providing **employment facilities for 10 or more persons:**
- Providing **accommodation for more than 5 persons** (other than in 3 or fewer household units):
- **Storing or processing hazardous substances in quantities exceeding the minimum amounts** prescribed in Schedule 3 of the Fire and Emergency New Zealand (Fire Safety, Evacuation Procedures, and Evacuation Schemes) Regulations 2018.

**See Fire and Emergency New Zealand Act 2017 section 75 and 76 for further information.**

*If you are unsure that the building has or requires an approved evacuation scheme, check with the **building owner**. For the requirements of an evacuation scheme or to apply for an evacuation scheme, refer to Fire and Emergency New Zealand web site. **www.fireandemergency.nz** or Contact Fire and Emergency New Zealand, [wellingtondistrict-rteams@fireandemergency.nz](mailto:wellingtondistrict-rteams@fireandemergency.nz).*



## Statement

I hereby state that (tick one):

the **owner** of the building in which the premises are situated provides and maintains an evacuation scheme as required by section 76 of the Fire and Emergency New Zealand Act 2017;

OR

because of the building's current use, its owner is not required to provide and maintain such a scheme;

OR

because of the nature of the building, its owner is exempt from the requirement to provide and maintain such a scheme.

### NOTE:

*If an approved evacuation scheme is not required, the building must have evacuation procedures that meet Part 1 of the Fire and Emergency New Zealand (Fire Safety, Evacuation Procedures, and Evacuation Schemes) Regulations 2018 – this does not require approval by Fire and Emergency New Zealand.*

Name:

Helen Gee - Licensing Consultant on behalf of The Applicant

Signature:



Date:

10.04.2025

## Submitting applications

Email completed forms to: [licence.application@kapiticoast.govt.nz](mailto:licence.application@kapiticoast.govt.nz)

### Post to:

Alcohol Licensing Team  
Kāpiti Coast District Council  
Private Bag 60601  
Paraparaumu 5254

### or deliver to:

Kāpiti Coast District Council  
175 Rimu Road  
Paraparaumu