

## Application for Land Information Memorandum (LIM)

**Applicant:** First Name: \_\_\_\_\_

Surname: \_\_\_\_\_

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

\_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

<b>Property Address for LIM:</b>	
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**Legal Description:** Lot: \_\_\_\_\_ Section: \_\_\_\_\_ DP: \_\_\_\_\_

Valuation Roll No: \_\_\_\_\_

Record of Title: \_\_\_\_\_

**Type of LIM required:** (please tick) **Note all LIM's have a timeframe of 10 Working Days**

Single Residential	<b>\$345.00</b>
Multi-Unit Residential	<b>\$575.00</b>
Commercial/Industrial/Other	<b>\$575.00 (Deposit for first 4 hours Processing)</b>

*See reverse for full fee explanation. Above fees are GST Inclusive.*

**Delivery Details** (Tick one (1) method only)

**Email**

**Printed Copy** (Note Additional \$11.00 fee applies)

- On receipt of application, an invoice will be forwarded for payment.
- Please note that full payment is required before LIM processing will begin.
- LIM Applications paid after 12 noon will commence processing the following working day.
- LIM Application Fees are non-refundable.

**Please complete if invoice name is different to applicant details above.**

<b>Full Name</b>	
<b>Email Address</b>	

**For Office Use Only:**

<b>LIM Application Number:</b>	
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Date Received:	AM / PM	Actioned By:
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**Email to:** [lims@icc.govt.nz](mailto:lims@icc.govt.nz)

## Land Information Memorandum (LIM)

### Explanation Sheet for a LIM:

A LIM contains the following information that the Council knows about a property:

- ◆ Rates
- ◆ Private stormwater drains
- ◆ Private sewer drains
- ◆ Public stormwater drains
- ◆ Zoning of the land
- ◆ Water
- ◆ Any special feature of the land including potential erosion, falling debris, sinking, slipping landfill, flooding or likely hazardous pollutants that the Council knows about
- ◆ Resource consents
- ◆ Building permits and building consents
- ◆ Any notices or requisitions affecting the land or buildings e.g. health
- ◆ Information about historic places
- ◆ Certificates issued by building certifiers
- ◆ Any other information which the Council considers necessary

### How to apply for a LIM:

Scan this completed Application Form and email to [lims@icc.govt.nz](mailto:lims@icc.govt.nz). You will be emailed an invoice on receipt of application which will contain your Debtor and Invoice numbers. Payment can be made by online payment (<http://icc.govt.nz/online-payments>) Sundry Debtors – again using your Debtor Number as reference. Receipts can be supplied upon request.

Alternatively, submit your application at the ICC Administration Building Counter where you will be issued an invoice to pay at the Cashiers Counter.

### Residential Property Cost:

**NOTE: Payment must be received before report will be processed. LIM Application Fees are non-refundable.**

**\$345.00 (GST inclusive) – Ten (10) working days LIM**

**\*\* Please note Commercial Fee applies to applications for multi-unit Residential \*\***

### Rural/Commercial/Industrial/Other Property Cost:

**NOTE: Deposit must be received before report will be processed and final payment received before the LIM will be sent out.**

**\$575.00 deposit for the first 4 hours. \$101 per hour thereafter (GST inclusive – an invoice will be emailed to you) – Ten (10) working days LIM**

**Note:** The set fee for a Land Information Memorandum is for an electronic copy. Should you require a hard copy version a further \$11.00 charge will apply.