



## APPLICATION - S223 &/OR S224(c) CERTIFICATION

- Must be a person or legal entity (limited liability company or trust)
- Full names of all trustees required
- The applicant name(s) will be the consent holder(s) responsible for the resource consent and any associated costs.

Applicant(s) Full Name / Company / Trust:			
Contact name for company or trust:			
Resource Consent Number:			
Postal Address:		Post Code:	
Email Address:			
Contact Number:			

## CORRESPONDENCE DETAILS

*If you are acting on behalf of the applicant e.g. agent, consultant or architect please fill in you details in this section*

Name & Company:			
Postal Address		Post Code:	
Email Address:			
Contact Number:			

## DETAILS FOR INVOICE

*(Refunds will only be applied to the invoiced debtor)*

<input type="checkbox"/> Applicant / Consent Holder <i>(as above)</i>	<input type="checkbox"/> Agent / nominated contact <i>(as above)</i>	<input type="checkbox"/> Other <i>(Please complete full details below)</i>
Invoice Name:		
Email:		
Contact number:		
Purchase order number <i>(if applicable):</i>		
<b>Invoice to be emailed to:</b>		
<input type="checkbox"/> Applicant / Consent Holder	<input type="checkbox"/> Agent / nominated contact <i>(if required)</i>	<input type="checkbox"/> Invoiced Debtor
<b>Correspondence (excluding invoice) to be sent to:</b>		
<input type="checkbox"/> Applicant / Consent Holder	<input type="checkbox"/> Agent / nominated contact <i>(if required)</i>	

## SITE VISIT REQUIREMENTS

*Should a Council officer need to undertake a site visit please answer the questions below*

Is there a gate or security system restricting access by council?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is there a dog on the property?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Are there any other hazards or entry restrictions that council staff need to be aware of?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If the above answer was 'yes' please provide information below:		

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CERTIFICATION/PREPARATION OF DOCUMENTS BEING APPLIED FOR			
<input type="checkbox"/> s223	<input type="checkbox"/> s224(c)	<input type="checkbox"/> Consent notice / s221	<input type="checkbox"/> Other (please specify):
Other relevant information or further comments:			

INFORMATION REQUIRED TO BE SUBMITTED	
LT Plan (s223 plan):	<input type="checkbox"/>
As-built plan:	<input type="checkbox"/>
Landscape plan:	<input type="checkbox"/>
Bond Approval (if requested):	<input type="checkbox"/> (Note: Please complete a bond application form separately)
Confirmation of engineering approval:	<input type="checkbox"/>
Copy of LT Plan has been lodged online:	<input type="checkbox"/>
Other (please specify):	<input type="checkbox"/>
<b><i>If approvals are required from other Council departments, please include with your application.</i></b>	
Comments on conditions:	

*Note: Request for s223/s224c certification will not be processed until fees are paid, including invoices for bonded works. Council has ten (10) working days to approve or decline an s223 application.*

*If an s223 and s224(c) application has been received and conditions have not been met, the applicant will need to advise whether they wish for the s223 to be issued. If not, the application will be returned and s223 and s224(c) will need to be reapplied for, and additional application fees will likely be required.*

*To ensure an efficient process, please include all required evidence, approvals and/or certifications of plans required by the condition(s) of consent demonstrating compliance with the condition requirement(s). I/We understand that Council may invoice me for the actual and reasonable costs incurred in the processing of this application. Subject to my/our rights under Sections 357B and 358 of the RMA to object to any costs, I/We undertake to pay all and future processing costs incurred by the Council.*

*Without limiting the Council's legal rights, if any steps, including the use of debt collectors, are necessary to recover unpaid processing costs, I/We agree to pay all costs of recovering those processing costs.*

*If this application is made on behalf of a trust (private or family), a society (incorporated or unincorporated) or a company, in signing this application I/we are binding the trust, society or company to pay all of the above costs and guaranteeing to pay all the above costs in my/our personal capacity.*

## APPLICATION & DECLARATION

The Council relies on the information contained in this application being complete and accurate. The Applicant must take all reasonable steps to ensure that it is complete and accurate and accepts responsibility for information in this application being so.

If lodging this application as the Applicant:

I/we hereby represent and warrant that I am/we are aware of all of my/our obligations arising under this application including, in particular but without limitation, my/our obligations to pay all fees and administrative charges (including debt recovery and legal expenses) payable under this application as referred to within the Fees Information section.

If lodging this application as agent of the Applicant:

I/we hereby represent and warrant that I am/we are authorised to act as agent of the Applicant in respect of the completion and lodging of this application and that the Applicant is aware of all of his/her/its obligations arising under this application including, in particular but without limitation, his/her/its obligation to pay all fees and administrative charges (including debt recovery and legal expenses) payable under this application as referred to within the Fees Information section.

I hereby apply for the resource consent(s) for the Proposal described above and I certify that, to the best of my knowledge and belief, the information given in this application is complete and accurate.

Signed (by authorised agent of the Applicant)			
Full name of person lodging this form			
Firm/Company		Date:	

Address all correspondence in relation to this consent to: [ResourceConsents@icc.govt.nz](mailto:ResourceConsents@icc.govt.nz)