

## Section A - Applicant Information

Organisation Name:

Postal Address:

Street address or PO Box number:

Suburb or RD:

Town or City:

Postcode:

Contact Phone Number(s): Home

Work

## Section B - Property Information

Valuation Number:

Property Legal Description:

Property Location:

## Section C - Criteria

### Penalty Remission

Penalty Remission for late or non-payment of rates will be considered on the following grounds.

#### Extenuating Circumstances

- The ratepayer has a good payment history
- Extenuating personal circumstances such as family illness, death or other tragedy
- Circumstances considered just and equitable
- Where there is an error made on the part of Council

#### Change of ownership

Remission of a penalty incurred on an instalment will be made where a property changes ownership, but the rates assessment and invoice has been sent to the previous owner.

*Records use only*

## Section C - Criteria continued

In support of my/our application I/we wish Council to consider the following circumstances:

(If you have any other relevant documentation in support of this application, please attach to this form)


## Section D - Declaration (To be completed by Applicant)

A full copy of Council's Rate Remission Policy can be viewed on Council's website [www.waitomo.govt.nz](http://www.waitomo.govt.nz) or by contacting the Customer Services Team.

I/We do Solemnly and sincerely declare that the particulars details above are correct and that the conditions concerning the land detailed apply.

I/We make this solemn declaration conscientiously believing the same to be true and correct by virtue of the Oaths and Declarations Act 1957.

Signature:

Declared at: (Place)  This (Day of/ Month/ Year)

## Section E - Office Use Only

Approved  Declined  Value  Direct Debit Loaded

Reason for approval/decline

Manager Customer Services  Date