

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:

What's the Rates Remission Policy all about?

This Policy has been developed because Council would like to cover certain land use situations that fall outside of what is defined in the Local Government Rating Act as eligible for remissions. The owner or occupier of the rating unit(s) now has the facility to access the rate remission arrangements by way of an **annual application** to Council. Remission can be sought under the headings as listed below. If you think you meet this criteria as stated in the full Policy document, then you are eligible to apply. We recommend you read the full policy to understand the criteria you will have to meet.

A formal application is required for consideration, and this application should outline the reasons for which you are seeking a remission. The application will be investigated and the applicant will receive written response from council about the outcome. In the event whereby an applicant is not satisfied with the response, the applicant can request further review in writing and the application will be referred to Council for its consideration. The outcome will be notified within 10 working days.

For a full copy of the Rates Remission Policy go to www.waitomo.govt.nz or contact our customer services team for a paper copy to be sent:

Remission for Organisations Providing Care for the Elderly

Organisations that demonstrate compliance with the following criteria will receive a rates remission of 100% of assessed rates EXCLUDING service charges set for Water, Sewerage and Solid Waste Collection and Disposal Services. Any organisation opting for a private Solid Waste Collection arrangement will not pay the Solid Waste Collection Rate and would not receive a Collection Service.

Criteria

The remission arrangement is available on application on an annual basis by qualifying organisations which:

Section C - Criteria

The remission arrangement is available on application on an annual basis by qualifying organisations which:

- Are charitable organisation(s). Charitable organisations are organisations (incorporated or not) that carry out charitable activities or exist exclusively for charitable purposes. For an organisation's purposes to be charitable its activities or aims must be for public purposes – the benefit must be available to a large part of the community. In addition, it must not be carried on for the benefit or profit of any individual or group, and
- Provide Rest Home level of care to the Elderly. Rest Home level of care is defined as the provision of 'everyday living assistance' to the elderly who are fully dependant on other people to assist them with everyday life (e.g. to cook, clean, shower, etc and/or
- Provide Hospital Level care for the Elderly. Hospital level care is defined as provision of palliative care type facilities, the ability to prescribe medicines as per national health standards and have the requisite number of trained nurses as per national and DHB health standards.
- For the avoidance of doubt – retirement villages are not eligible for remission of rates under this policy.

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)

Examples of documents that may be required to clearly support your application:

• Certificate of Incorporation	• Deed of Trust
• Club Charter	• Section 224 Certificate
• Licence to Occupy	• Aerial photographs or maps clearly defining property boundaries
• Lease Agreement	• All other documentation that fully supports the criteria you are applying under

A full copy of Council's Rate Remission Policy can be viewed on Council's website www.waitomo.govt.nz or by contacting the Customer Services Team on 0800 932 4357.

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

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)

Check List:

Have you looked at the full policy to ascertain your eligibility?

Have you attached evidential documents supporting your eligibility as set out in the criteria of the policy?

Have you completed all the questions?

Have you signed the form?

Please note:

- Your Rates Remission Application must be in by 30 April
- Rates Remission Applications can only be made for the current rating year, remissions will not be back dated.
- All Rates must be paid by the due date regardless of the status of your rates remission application.

Section E - Rates Remission Application Control Form

Organisation Name:

Date: Valuation Number:

Officer dealing with:

Total rates due for year: \$

Comments and Criteria Checklist

Comments and Criteria Checklist	Criteria Met	Reference
Are application comments consistent with supporting documents?	YES / NO	
Declaration Signed?	YES / NO	
Is the organisation the owner of the land?	YES / NO	
If not, is there an agreement to occupy the land?	YES / NO	
Charitable Organisation?	YES / NO	
Rest home level care for the elderly?	YES / NO	
Hospital level care for the elderly?	YES / NO	
Retirement Village?	YES / NO	
Organisation opts for private solid waste collection arrangement?	YES / NO	

Recommendation: Approved / Declined / Seek More Information

Prepared By: Date:

Reviewed By: Date:

Approved By: Date: