

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 visit www.waitomo.govt.nz or contact our Customer Services Team for a paper copy to be sent.

Remissions for Community Organisations

Community halls, art galleries and museums receive a rates remission of 100% of the assessed Rates INCLUDING service charges EXCEPT for a maximum of one Targeted Rate charge, set for each of water, sewerage and solid waste collection and solid waste management services. Any community halls, art galleries or museums opting for a private solid waste collection arrangement will not pay the solid waste collection rate, and would not receive a collection service. Community halls are defined as those halls and community centres located on Council administered land, and those privately owned community halls recognised as fulfilling the same primary function as public halls. Pre-schools, marae and churches receive a rates remission of 100% of the assessed Rates INCLUDING service charges EXCEPT for a maximum of one Targeted Rate charge, set for each of water, sewerage, solid waste collection services and solid waste management services. Any Pre-school, marae or church opting for a private solid waste collection arrangement would not pay the solid waste collection rate, and would not receive a collection service.

Section C - Criteria

This remission arrangement is available on application by qualifying community organisations who demonstrate that they are one of the following:

- Community Hall
- Art Gallery
- Museum
- Pre-school
- Marae
- Church

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 required to clearly support your application:

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

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 (07) 878 0800 or 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?

Section E - Rates Remission Application Control Form Community Organisations

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 | |
| Community Hall | YES / NO | |
| Art Gallery | YES / NO | |
| Museum | YES / NO | |
| Pre-School | YES / NO | |
| Church | YES / NO | |
| Marae | YES / NO | |
| More than 1 targeted service for water/sewer/refuse charged on the property. | 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: