



# LAND INFORMATION MEMORANDUM (LIM) APPLICATION FORM

Download and save this document as a PDF before filling in any details.

## 1. ABOUT THIS FORM

The Land Information Memorandum (LIM) has been prepared for the purpose of Section 44a of the Local Government Official Information and Meetings Act 1987 (LGOIMA). It contains all information described in Section 44a (2) that is known to the Kaikōura District Council in relation to the land described. It is based on a search of the Council's records only, there may be other information relating to the land which is not held by the Council. The records may not show illegal or unauthorised structures or other work on the land.

## 2. APPLICANT DETAILS:

Name of Applicant/Firm:

Address of applicant/Firm:

Telephone number:

Mobile number:

Email address:

Client Name:

Attention:

## 3. LIM TYPE (Please tick):

Standard LIM application

- Ready within 10 working days
- \$320

Commercial or more complex\*

- Ready within 10 working days
- \$500

Record of Title

- Please tick if you would like Council to obtain a Record of Title for your application (additional cost of \$30.00 will incur)

The assessment as to what is a more complex LIM is based on the based on the size of the files, number of attachments, and other factors, and is at the discretion of the LIM's Officer on application.

## 4. PROPERTY DETAILS:

Present Owner of Property:

Address of Property:

Legal Description:

Valuation Number:

Area:

Record of Title Number:



Kaikōura District Council  
96 West End Kaikoura  
Phone: (03) 319 5026  
Email: [admin@kaikoura.govt.nz](mailto:admin@kaikoura.govt.nz)

## 5. DATE AND SIGN

Signature:	
Date:	

## 6. PAYMENT OPTIONS

<input checked="" type="checkbox"/>	Pre-arranged invoice
<input checked="" type="checkbox"/>	Bank transfer to 02-0856-0011698-000 with applicant name and property address.
<input checked="" type="checkbox"/>	Fee enclosed

PLEASE MAKE SURE YOU INCLUDE ALL SUPPORTING DOCUMENTS UPON SUBMITTING APPLICATION:

	All details on the form are filled out fully and accurately.
	FULL <u>Record of Title</u> and supporting documents have been provided. <u>The Record of Title needs to be no older than 6 months old.</u>

Please note

1. These fees are inclusive of GST and are set in accordance with Kaikōura District Councils 2023/24 Fees and Charges
2. This LIM application is not considered lodged until payment has been received or the invoice generated (for pre-arranged only), and all information needed for the LIM has been provided.
3. The information provided from this request is based on existing Kaikōura District Council records. Records may not show illegal or unauthorised structures or other work on the land.

Environment Canterbury may hold additional information on natural & physical resources that may be relevant to this property. We recommend that you consider applying for a Land Information Request from Environment Canterbury. For information about Land Information Requests, please contact your local E-Can Office

Please send your applications to [admin@kaikoura.govt.nz](mailto:admin@kaikoura.govt.nz).

OFFICE USE ONLY	
Receipt number	
Payment method	<input type="checkbox"/> Paid <input type="checkbox"/> Invoice required
LIM number:	
Date issued:	