

Notice of Transfer of a Resource Consent

Pursuant to Sections 134 – 137 of the Resource Management Act 1991, the undersigned gives notice of the transfer of ownership of a Resource Consent, or we request that the name of the Consent Holder is changed, in accordance with the details below.

! PLEASE READ BEFORE COMPLETING THIS FORM

You should complete any remedial or required works before you transfer your consent. You will also remain liable for any non-compliance with the consent conditions that occurred prior to transfer, and for any consent related charges up to the time of transfer. You may wish to contact the consents team on freephone **0508 800 800** to verify this.

Your consent will not be transferred until we have received written authorisation from both parties. Please make sure that this form is signed and completed, then returned to us as soon as possible.

We will send you written notice when the transfer is completed.

1 CONSENT DETAILS

If you are unsure of your consent number, the details of all consents on your property can be found on our public mapping system.
<https://maps.horizons.govt.nz/Gallery/>

Consent number/s <i>(e.g ATH-20159875-00)</i>	Purpose of consent <i>(as stated on resource consent document)</i>	Activity location <i>(as stated on resource consent document)</i>

2 CURRENT CONSENT HOLDER DETAILS

Full name/s

Postal address

.....
Email address

Primary contact person/s

Phone number/s

Home Business Mobile Fax

DECLARATION

As described above, the Consent Holder/s interest in the resource consent/s referred to in Section 1 is hereby transferred, subject to the provisions of the Resource Management Act and any relevant consent conditions. **All existing Consent Holder/s must sign this form.**

Signature of existing consent holder

Printed name of existing consent holder

Date

NEW CONSENT HOLDER DETAILS

For **individuals**, you must provide the full names of all individuals (such as John Robert Smith and Mary Jane Williams).

For **companies and other incorporated entities** you must provide the company name and you must also provide the name of a person or persons as a point of contact for the application.

For **partnerships, groups and unincorporated entities** (such as private or family trusts or unincorporated societies) we must have the details of all authorised partners, trustees, members or officers. We may also request a copy of your society’s rules to verify your status as a formal body or society.

We will send you written notice when the transfer is completed.

Full name/s of new consent holder
This is the name/s that your consent will be held under. We will not issue consents in the name of unregistered companies.

Postal address

Physical address
(If different from postal address)

Email address

Primary contact person/s

Phone number/s

Home Business Mobile Fax

DECLARATION

I/We have read and understood the notes on the reverse page of this form. I/We acknowledge that the Resource Consent is to be transferred as described on this form and will comply with all conditions of the Resource Consent.

I/We accept liability for all charges associated with the Resource Consent from the date of transfer. All new Consent Holder/s must sign this form.

Signature of existing consent holder

Printed name of existing consent holder

Date

PARTNERSHIP/UNINCORPORATED ENTITY DETAILS

For partnerships, groups or unincorporated entities (such as private or family trusts or unincorporated bodies or societies) you must provide details of all authorised partners, trustees or members. Include details of any further partners/trustees/members on a separate page if necessary. Your consent will then include these names, and all individuals will be legally responsible for the activity and any associated compliance issues. Should these persons change, then you must notify us.

Name of person

Status
Such as partner or trustee

Residential address

Signature

Name of person

Status
Such as partner or trustee

Residential address

Signature

Include details of any further partners/trustees/members on a separate page if necessary

OCCUPIER DETAILS

If the owner and/or occupier of the activity site differ from the consent holder (transferee) please provide their names and contact details.

Owner name/s

Postal address

.....
 Email address

Phone number/s

Home Business Mobile Fax

Signature Date

Occupier name/s

Postal address

.....

Email address

Phone number/s

Home Business Mobile Fax

Signature Date

4 APPLICATION FEES

The transfer of a Resource Consent requires a fixed initial deposit of \$100 (incl. GST) in accordance with the Horizons Regional Council Charges Schedule. In some instances where administration time to process the transfer is above the deposit, additional charges will be payable in accordance with the schedule of additional charges laid out in our Annual Plan. Payment of this deposit, and any additional charges, should be mutually agreed by both the current and new consent holder/s prior to lodging the transfer.

Payment Methods for Deposit

- Internet banking to Horizons Regional Council bank account (see below)
- Over the counter – payments can be made at any of our offices listed on our website, using credit card, EFTPOS or cash

Please note – you will be liable for any current charges associated with this consent up until Horizons Regional Council receives a surrender or transfer form.

Name of account	Bank	Branch	Account No.	Suffix
Horizons Regional Council	02	0630	0024883	003

Note:

- Payer Particulars – Applicant surname or party making payment on behalf of applicant
- Payer Code – CONSENTS
- Payer Reference – Company name or surname of applicant

Please write below what you have entered for the PayerCode/Payer Reference details when making your deposit online.

	C O N S E N T S	
Payer Particulars	Payer Code	Payer Reference – Name of Applicant

Total amount paid \$ Payment date

Please email your application to regulatory.administrator@horizons.govt.nz or alternatively you can post your application to:

Horizons Regional Council
 11-15 Victoria Avenue
 Private Bag 11025
 Manawatu Mail Centre
 Palmerston North 4442

IMPORTANT INFORMATION – PLEASE READ CAREFULLY

Unless it expressly provides otherwise, a Resource Consent may be transferred to another person or party if they will be operating the same activity at the same location. That transfer can involve the whole or part of a Resource Consent, and if it is a water or discharge permit, may be temporary or permanent.

Please note, this form is not for the transfer of location of a resource consent. A Resource Consent is a legal document. This means that written authorisation from all relevant parties is required before it can be transferred. This form enables the transfer process, and must be completed and signed by both the current and the new Consent Holder.