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| The Project |
| Building Consent Number: |  |
| Address: |  |
| Owner’s Name: |  |
| Owner’s Postal Address: |  |
| Owners Email Address: |  |
| Agent’s Name: |  |
| Agent’s Postal Address: |  |
| Agent’s Contact Phone No: |  |
| Agents Email Address: |  |

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| Details of Modification (Owner to Complete) |
| Date of Completion of Building Work: |  |
| Description of the situation:  |  |
| Owner’s Signature: |  | Date: |

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| Council Use Only |
| Modification Number: |  |
| Council Officer |  |
| Summary of decision and reason: |  |
| Outcome (tick one) | □ Reasonable to grant modification □ Unreasonable to grant modification |
| Signature: |  |
| Notification: | □ MBIE Notified □ Copy to Register Date: |