



Request for Building/Drainage File

Date: ____/____/____

Requested: Person / Fax / Email / Phone

Name / Business Name: _____

Your Address / Business Address: _____

Phone Number: _____

Address of Property you would like to view: _____

Valuation Number: _____

Are you the Property Owner: ☐ Yes ☐ No

Council has made the information available under Sections 10 to 18 (inclusive of the Local Government Official Information and Meetings Act 1987 ONLY. Council does not warrant its accuracy and disclaims all liability whatsoever for any error, inaccuracy or incompleteness of the information. No person should rely on any information without seeking appropriate independent and professional advice. The information provided does not constitute a Land Information Memorandum (LIM) or any similar document.

I accept the above statement and understand there is a fee of \$35.00 to view the above building file/drainage plan. This is payable to the Waimate District Council cashiers prior to viewing, by means of cash, cheque or eftpos. There is no charge if you are the property owner and you are viewing your own building file or drainage plan.

Signed: _____

If copies of information enclosed in the building file are required, additional time and photocopying charges may apply.

Return Form via Email council@waimatedc.govt.nz
Fax 03 689 8075

For Office Use:

Fee Paid: _____

Receipt Number: _____

Date: _____

Date Viewed: _____ *Time:* _____ am / pm

Date File returned to Building Files: _____