



**CENTRAL
HAWKE'S BAY**
DISTRICT COUNCIL



Rates Remission, Postponement, Discounts, and Collection Policy

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Together we Thrive! E ora ngātahi ana!

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Community Contribution and Club Rebate Remission Policy

Objective of the policy

To assist clubs who provide their own facilities and enable them to facilitate the ongoing provision of non-commercial community services and recreational opportunities to the District.

Conditions and criteria

Council may remit 50% of the general rates where the application meets the following criteria:

1. Where land is owned by Council or owned and occupied by a society or association of persons, and the land is used exclusively or principally:
 - (a) As a showground or place of meeting which is incorporated under the Agricultural and Pastoral Societies Act 1908; or
 - (b) For games or sports, except galloping, harness or greyhound races; or
 - (c) For the purposes of non-commercial community services and recreational opportunities

The policy will not apply to organisations operated for private pecuniary profit, or which charge commercial tuition fees.

The policy will not apply to organisations that engage in the above mentioned sporting or community services, as a secondary purpose only.

The policy shall apply to such organisations as approved by the Group Manager – Corporate Support and Services and the Chief Executive, as meeting the relevant criteria.

The extent of any remission to any qualifying organisation shall be as determined by the Chief Financial Officer and the Chief Executive.

No remission will be granted in respect of those rates referred to in Section 16 of the Local Government (Rating) Act 2002 (e.g. targeted rates for water supply, sewage disposal or waste collection).

Organisations making an application should include the following documents in support of their application:

- Statement of objectives.
- Full financial accounts.
- Information on activities and programmes.
- Details of membership or clients.

The Community Contribution and Club Rebate Remission Policy will be reviewed every 3 years as part of the triennial Long Term Plan Process.

Remission of Rates on Māori Freehold Land Policy

The purpose of policy

The Central Hawke's Bay District Council recognises the complex problems involved when dealing with Māori land, and has formulated a policy (the Māori Land Policy) to deal with some of these. When, in the judgement of Council, it would be unfair or unreasonable to collect rates at this time, land may be placed on this Māori Land Register, and retired from rating liability for a period.

In general, reasons for placement on the register would include some or all of the following:

- **Fragmented ownership** – ownerships vary in number and individual share proportions. Owners are scattered throughout the country and even worldwide. An attempt to contact a majority representation is often painstaking and difficult.
- **Unsecured legal title** – there may be some land titles that have not been surveyed. They would not be able to be registered with the District Land Registrar. Owners seeking finance for development of their land are restricted, as mortgages cannot be registered against the title.
- **Isolation and marginal in quality** – the geographical isolation and economic climate of the district are clearly illustrated by the much needed development, as the lands are of marginal quality.
- **No management structures** – lands have no management or operating structures in place to administer matters.
- **Rating problems** – because of the above factors there is a history of rate arrears and/or a difficulty in establishing who is/should be responsible for the payment of rates.

Note: The register is not designed as a way for owners to elect not to use land and therefore not to pay rates.

The register

Māori landowners can apply to have their lands entered on the register. By making an application, owners are asking Council for a discretionary remission of rates.

If accepted, the land will be 'retired' from rates for a term specified by Council, with a maximum term of three years. While lands are 'retired' or 'parked up', the onus is on the owners to ensure that no one breaches the conditions by using the land.

Lands on the register are inspected regularly to monitor for any breaches.

Each application is examined on its own merits. Intending applications should not be compared to others already on the register.

The criteria

The criteria to determine eligibility for application to the Māori Land Register is as follows:

- It must be Māori land (as defined in Te Ture Whenua Act 1993 Part VI Section 129 or the Local Government (Rating) Act 2002, Part 1, Sub-paragraph 1, Section 5).
- It must have historical, ancestral or cultural significance.
- It must be unoccupied. The definition of occupation which comes direct from Part 4 Section 96 of the Local Government (Rating) Act 2002 says that 'occupation' is where a person/persons does one or more of the following:
 - Resides upon the land
 - De-pastures or maintains any livestock whatsoever on the land
 - Cultivates the land and plants any crop on the land
 - Stores anything on the land
 - Uses the land or any improvements in any way.

General comment

For an application to be considered:

- Communication must be established between owners and the Council
- Rating problems must have been identified and amicable solutions worked towards
- Where the land has potential for land use, owners are provided with the time to re-assert responsibility and should be actively seeking prospective occupiers or usage. Land that is unrealistic for rating purposes can be identified, e.g. mudflats, heavily eroded cliff faces, severe bush and scrub.

Remission of Additional Charges Policy

Objective of the policy

The objective of the Remission of Additional Charges Policy is to enable Council to act fairly and reasonably in its consideration of rates, which Council have not received by the penalty date, due to circumstances outside the ratepayer's control.

Conditions and criteria

Council grants to the Chief Financial Officer or their nominee delegated authority in the following circumstances to approve on receipt of an application, the remission of such additional charges which have been incurred by any ratepayer as a consequence of their payment being received after the due date:

1. Where the rate payment history of the property over the last 3 years (or back to purchase date where the property has been owned by the offending ratepayer less than 3 years) shows no previous evidence of late payment and the instalment was received by Council no later than 10 working days after the day of adding the instalment additional charge.
2. Where payment has been late due to significant family disruption i.e. in the case of death, illness, or accident of a family member, as at the due date.
3. Where the ratepayer can provide evidence that their payment has gone astray in the post or the late payment has otherwise resulted from matters outside their control.
4. Where a property changes hands (sale or lease) and the new owner/lessee is responsible for an instalment, when the original account was issued in the name of the previous owner/lessee.
5. Where a direct debit authority is commenced in time for the next instalment.
6. Where an error has been made on the part of Council staff, or arising through error in the general processing or levying, which has subsequently resulted in an additional charge being imposed.

Each application will be considered on its merits and remission will be granted where it is considered just and equitable to do so.

Remission of Rates for QEII National Trust and Land for Natural, Historic or Cultural Conservation Policy

Objective of the policy

To recognise and support the environmental value of such protected areas and to acknowledge the non-commercial use of such protected land. To preserve and promote natural resources and heritage by encouraging the protection of land for natural, historic or cultural conservation.

Conditions and criteria

1. The extent of the rates remission if approved is to be 100%.
2. Applications are to be received in writing requesting rates relief be given to areas protected by the registration of a QEII Open Space Covenant or a covenant that gives the same effect.
3. Pest eradication shall be primarily the responsibility of the owner.
4. No portion of the covenanted area is to be developed or utilised in any way for commercial activity. This includes generating income for maintenance of the covenanted area.
5. Authority to consider applications is delegated to the Chief Financial Officer with right of appeal to the Chief Executive and Council.

Remission of Water Meter Rates Attributable to Water Leaks Policy

Objective of the policy

To provide relief to people in situations where water usage is high due to a water leak.

Conditions and criteria

Council may remit water meter rates where all of the following apply:

- A remission application has been received; and
- Council is satisfied a leak on the property has caused excessive consumption and is recorded on the water meter; and
- The leak has been repaired as soon as practical, and within one calendar month of being identified (unless evidence is provided that the services of an appropriate repairer could not be obtained within this period); and
- Proof of the leak being repaired has been provided to Council promptly after repair of the leak.
- The amount of the remission will be the difference between the average consumption of the property prior to the leak, as deemed reasonable by Council, and the consumption over and above that average.
- Remission is limited to the period where the leak was identified and fixed and the last invoice. Remission for any particular property will generally be granted only once every year. Where a remission for a water leak has been granted to a property under this policy within the last year, the remission decision is to be made by the Chief Financial Officer.
- Any remission over 4,000 cubic metres of water is to be referred to the relevant Council Committee for decision.

School Sewerage Charges Remission Policy

Objective of the policy

To ensure that schools are not disproportionately charged for sewerage services based on the number of connections. Charges will be based on the school's staff and student numbers.

Conditions and criteria

The policy will apply to the following educational establishments:

- Established as a special school under Section 98(1) of the Education Act 1964; or
- A state school under Section 2 (1) of the Education Act 1989; or
- An integrated school under Section 2 (1) of the Private Schools Conditional Integrated Act 1975; or
- A special institution under Section 92 (1) of the Education Act 1989; or
- An early childhood centre under Section 308 (1) of the Education Act 1989, but excluding any early childhood centre operated for profit.

The policy does not apply to school houses occupied by a caretaker, principal or staff.

2. An amount levied using the same mechanism as are applying to other separately rateable rating units within the District and reduced in accordance with the following formula:-
 - (a) Divided by the number of toilets as determined in accordance with condition 3 below (the full charge); and reduced in accordance with the following graduated formula:
 - i. The full charge for each of the first 4 toilets or part thereof;
 - ii. 75% of the full charge for each of the next 6 toilets or part thereof;
 - iii. 50% of the full charge for each toilet after the first 10.
 - (b) For the purpose of 1 (a) above the number of toilets for a rating unit used for the purposes of an educational establishment is 1 toilet for every 20 students and staff or part thereof, irrespective of the actual number of toilets contained in the qualifying part of the rating unit.
 - (c) The number of students in an educational establishment is the number of students on its roll on 1 March in the year immediately before the year to which the charge relates.
 - (d) The number of staff in an educational establishment is the number of teaching staff and administration staff employed by that educational establishment on 1 March immediately before the year to which the charge relates.

Calculation of Council's standard sewerage charge (based on the number of water closets/urinals).

Calculation of the number of full time equivalent on-site students and staff divided by 20 and multiplied by the applicable waste water targeted rates.

The amount to be remitted is the difference between the amount calculated under 1 and the amount that would have applied, had the rating unit not been used by an educational institution.

That the Chief Financial Officer be delegated authority to approve remission of the sewage charges in excess of the charges payable according to the policy.

EXAMPLE

Green Intermediate School is situated in Moa District Council. Moa collects its rates by way of a pan charge of \$100 per pan. At 1 March 2011, Green Intermediate has 500 students, 30 staff and 28 toilet pans. How much will it pay in sewage disposal rates?

Answer: Green School would be levied \$1762.93.

The total charge in this case would be $\$100 \times 28 \text{ pans} = \2800 . Local Government New Zealand has a legal opinion which holds that the actual number of pans should be used for this part of the calculation.

The number of rateable pans is $530/20 = 26.5$ pans which gets rounded to 27 pans for the purposes of reducing the rates. Council calculates that the full charge on each toilet would be $\$2800/27 = \103.70 per pan.

The total charge is then calculated with reference to the scale e.g.

4 pans at the full charge ($\$103.70 \times 4 = \414.80)

6 pans at 75 percent of the full charge ($\$77.78 \times 6 = \466.68)

17 pans at 50 percent of the full charge ($\$51.85 \times 17 = \881.45).

Total = $(414.8 + 466.68 + 881.45) = \1762.93

Sundry Remission of Rates Policy

Objective of the policy

To remit rates and charges that are the result of fundamental errors; or where the balance owing is considered uneconomic to recover; or where the amount levied is unable to be covered pursuant to sections 67/76 of the Local Government (Rating) Act 2002; or where Council or its delegated officer(s) consider the levy impractical to recover.

To facilitate the use of Māori Freehold Land (and therefore the collection of rates), by removing the burden on the potential lessee of existing arrears.

Conditions and criteria

Council or its delegated officer(s) shall determine the extent of any remission based on the merits of each situation. Decisions on the extent of remissions shall be as determined by the Chief Financial Officer through the Chief Executive, as meeting the relevant criteria.

Uniform Annual Charges on Contiguous Properties Remission Policy

Objective of the policy

To enable Council to act fairly and reasonably and provide for the possibility of rates remission where two or more Uniform Annual General Charges (UAGC) are levied on rating units which are occupied or used by the same ratepayer being a lessee/owner using the rating units jointly as a single property.

Conditions and criteria

Section 20 of the Local Government (Rating) Act 2002, stipulates that there shall be one property for the purposes of levying the UAGC, where two or more separately rateable properties are:

- (a) Owned by the same ratepayer (owner or person with right to occupy by virtue of lease for more than 10 years); and
- (b) Used jointly as a single unit (for the same purpose); and
- (c) Contiguous or separated only by road, railway, drain, water race, river or stream, they shall be deemed to be one property for the purposes of any Uniform Annual General Charges.

Council will allow, without further enquiry (except for clarification), applications made by ratepayers in the form of a statutory declaration to the effect that two or more separately rated properties are occupied by the same ratepayer and are used jointly for the same purpose and the Uniform Annual General Charge and any other relevant Separate Uniform Annual Charge levied on the second and subsequent assessments will be cancelled.

Council may remit the rates where the application meets the following criteria:

- 3. The rating units must be contiguous and occupied by the same ratepayer who is the lessee/owner of each unit and who uses them jointly as a single property contiguous or separated only by road, railway, drain, water race, river or stream and used for the same purpose.

Where farming or horticultural operations conducted on separate blocks of land are so far apart as to indicate that there is no possible continuity between them, full charges may be levied on each. Factors such as stock rotation, stock driving, property size, and the number of properties affected will be taken into account.

Council may, on written application from a ratepayer of such rating units, reduce or cancel any separate Uniform Annual General Charge levied on the rating units if it considers it to be reasonable in the circumstances to do so.

Council grants to the Chief Financial Officer or their nominee delegated authority in the above circumstances to approve on receipt of an application, the cancellation of Uniform Annual General Charge and any other relevant Separate Uniform Annual Charge levied on the second and subsequent assessments.

Financial Hardship due to Covid-19 Rates Remission Policy

Purpose of this policy

To provide rating relief to residential / lifestyle property owners where, due to Covid-19, the full payment of rates would otherwise cause extreme financial hardship.

Please complete the application (see appendix three) and attach any additional information, which may be relevant to your application.

Important information

- To be eligible for this remission the primary use of the property (as defined by Quotable Value) must be residential or lifestyle.
- Commercial property owners, residential and commercial landlords, and rural ratepayers are not eligible for this remission. They should apply for relief under the Rates Postponement Natural Calamities Policy.
- This \$200 (GST inclusive) remission is available to the first 1,000 eligible applicants and is only available for the 2020/2021 rating year.
- A ratepayer making an application must be the registered owner and occupier during the period for which rates relief is sought.
- The ratepayer must supply sufficient evidence to satisfy the Council that extreme financial hardship exists. Examples of this would include, but not be limited to:
 - a) Evidence of loss of employment; or
 - b) Evidence of salary/wage reduction for a period; or
 - c) Evidence of a qualification for a mortgage "holiday" from the bank being granted; or
 - d) Evidence of a new/changed WINZ entitlement
- Council will consider, on a case by case basis, applications received that meet the criteria described in the paragraphs (a)-(d) under this Policy.
- If the applicant is eligible for a Central Government Rates Rebate and has not already applied, then such application must be made at the time of applying for rates relief due to financial hardship.

Rates Postponement for Financial Hardship Policy

Purpose of this policy

To provide rating relief to property owners where the full payment of rates would otherwise cause extreme financial hardship.

You must first approach your bank or financial advisor for either a mortgage, reverse mortgage, or annuity. If your application was declined, please provide a copy of the letter that outlines the reasons why. Please complete the application (see appendix one) and attach any additional information, which may be relevant to your application.

Important information

- Even if rates are postponed, as a rule, the ratepayer will be required to pay the first \$1,000 of the annual rates assessment by setting up regular Direct Debit payments.
- Council will add a Rates Postponement Fee to any outstanding amount of postponed rates for the period between the due date of the postponed rates and the date that they are paid.
- The Rates Postponement Fee is a financing cost that is charged on a compounding basis on all outstanding rates and postponement fees, and will equate to the ANZ Bank Floating Mortgage Rate prevailing at commencement and reviewed at the commencement of each financial year (1 July).
- Postponed rates will be postponed until a date specified by the Council or the death of the ratepayer, or the ratepayer ceases to be the owner of the property or ceases to use the property as their primary residence.
- The amount postponed plus the Rates Postponement Fee will be required to be repaid through a repayment plan to be agreed with Council by regular Direct Debit payments.
- The repayment plan repayments must commence within 2 years of the original due date of the rates being postponed, and must clear the postponed rates plus postponement fees owing within 5 years of the original due date.
- The postponed rates or any part of thereof, may be paid by lump sum at any time.
- Applicants must provide evidence of having received budget advice from an approved budget advisory service.

Rates Postponement for Natural Calamities Policy

Purpose of this policy

To provide rating relief to commercial property owners where the full payment of rates would otherwise cause extreme financial hardship due to a declared event.

Please complete the application (see appendix two) and attach any additional information, which may be relevant to your application.

Important information

- Central Government have recognised the seriousness of the event and declared a regional drought, or the Civil Defence Emergency Management have declared a state of local or national emergency.
- The ratepayer runs a business / farm from the property that the application is over and can demonstrate that they have been financially impacted due to the event, and now face financial hardship.
- The ratepayer can demonstrate that they have sort relief from their bankers in the first instance.
- Even if rates are postponed, as a rule, the ratepayer will be required to pay the first \$1,000 of the annual rates assessment by setting up regular Direct Debit payments.
- Council will add a Rates Postponement Fee to any outstanding amount of postponed rates for the period between the due date of the postponed rates and the date that they are paid
- The Rates Postponement Fee is a financing cost that is charged on a compounding basis on all outstanding rates and postponement fees and will equate to the ANZ Bank Floating Mortgage Rate prevailing at commencement and reviewed at the commencement of each financial year (1 July).
- Postponed rates will be postponed until a date specified by the Council or the death of the ratepayer or the ratepayers ceases to be the owner of the property or ceases to use the property as their primary residence.
- The amount postponed plus Rates Postponement Fee will be required to be repaid through a repayment plan to be agreed with Council by regular Direct Debit payments.
- The repayment plan repayments must commence within 2 years of the original due date of the rates being postponed, and must clear the postponed rates plus rates postponement fees owing within 5 years of the original due date.
- The postponed rates or any part of thereof, may be paid by lump sum at any time.

Rates Postponement Policy (Economic Development)

Objective of the policy

To assist ratepayers who undertake economic development that benefits the District as a whole.

Conditions and criteria

1. The applicant must be the current rate payer of the rating unit.
2. The Chief Financial Officer must be satisfied that economic benefits will flow to the District from the development.
3. The ratepayer must make a written application to Council.
4. Applications for a rates holiday will be considered by the Chief Financial Officer.
5. Postponed rates will be postponed until a date specified by the Council or the death of the ratepayer or the ratepayers ceases to be the owner of the property or ceases to use the property as their primary residence.
6. Even if rates are postponed, as a rule, the ratepayer will be required to pay the first \$1,000 of the annual rates assessment.
7. The amount postponed plus Rates Postponement Fee will be required to be repaid through a repayment plan to be agreed with Council by regular Direct Debit payments.
8. The repayment plan repayments must commence within 2 years of the original due date of the rates being postponed, and must clear the postponed rates plus postponement fees owing within 5 years of the original due date.
9. The postponed rates or any part of thereof, may be paid by lump sum at any time.

Rates Discount Policy

Introduction

Under Section 55 of the Local Government (Rating) Act 2002, a discount policy may be adopted for the payment of some or all rates that are identified in the rates assessment before the due date or dates for those rates in the current year. This discount policy must be adopted using the special consultative process and may be included in the annual plan. The policy is based on existing practice. The discount policy assumes that there is only a single discount rate.

Objective

To provide a consistent and fair basis for the application of discount for the early payment of rates in the current financial year.

Conditions and criteria

Ratepayers will qualify for the discount if all due rates are paid in full, together with any outstanding prior years' rates and penalties, on the due date for payment of the first instalment in the current year (in accordance with Section 55 of the Local Government (Rating) Act 2002).

The amount of the discount will be 2% of the annual rates.

The discount rate may be reviewed annually as required, taking into consideration current borrowing interest rates and will be calculated to be fiscally neutral.

Payment plans

1. Those ratepayers who agree to pay all current rates plus arrears by the end of the subsequent rating year will have all additional charges struck within that period, waived by Council.
2. All rates receipts will be credited against each ratepayers account in the following order:
 - i. Court Costs
 - ii. Additional charges
 - iii. Previous rate arrears – oldest first
 - iv. Current rate arrears
 - v. Current instalment
3. A discount set at the June Council meeting each year be allowed where all rates are paid in full before the penalty date for the first instalment.

Outstanding Accounts Policy

Objective

1. To collect all rates, penalties on rates, outstanding rates and fees in a timely and efficient manner.
2. That the Chief Financial Officer be delegated full powers of the Local Government (Rating) Act 2002 to collect outstanding rates of Central Hawke's Bay District Council.
3. That the Chief Financial Officer be authorised to enter into arrangements with Rate Debtors and providing such arrangements are satisfactorily maintained, no legal action be initiated.
4. That in all cases where legal action brings Council to the point of Rating Sales all such instances shall be referred to Council for authorisation.

Appendix One: Rates Postponement -Financial Hardship APPLICATION FORM

Applicant details:

Name of Ratepayer.....

Contact email:

Mobile phone/landline contact numbers.....

Date of Birth.....

Marital Status: ☐ Married ☐ De facto ☐ Single

Occupation.....

If married or in a de facto relationship:

Partner's name.....

Address.....

Occupation.....

Your Property

Valuation Number (on rates invoice).....

Property Address.....

Mortgagee (if applicable).....

Eligibility

- | | |
|--|----------|
| 1. Is the property above your usual place of residence? | YES / NO |
| 2. Do you have at least 25% equity? (provide evidence) | YES / NO |
| 3. Do you have full property insurance cover? (provide evidence) | YES / NO |
| 4. Have you applied to extend your mortgage, or for a reverse mortgage or annuity? | YES / NO |
| 5. Have you applied for a rates rebate? | YES / NO |
| 6. Do you own any other property? | YES / NO |

If you answered "No" to any of the first 5 questions, or if you answered "Yes" to question 6 you are not eligible.

If eligible, please provide financial details below.

Financial Details

The details of assets, liabilities, income and expenditure are as follows:

Assets:

| Asset | \$ | Liabilities | \$ |
|---|----|----------------------------------|----|
| Land, Building, or other property | | Mortgage on Property | |
| Is the property in joint names? Y /N | | Name of Mortgagee | |
| | | Frequency of payments | |
| Motor Vehicles | | Hire Purchases | |
| Makes and models | | Name of Lender | |
| | | Frequency of payments | |
| Bank Balances (attach bank statements as evidence). | | Personal Loan | |
| | | Name of Lender | |
| | | Frequency of payments | |
| Other Investments (term deposits, government stock, shares, debentures, bonds) Attach evidence | | Other Debts (specify details) | |
| Interest in Business (Provide Details) | | | |
| Any other assets (including interests in estates) (Provide Details) | | | |
| TOTAL ASSETS | | TOTAL LIABILITIES | |

| Income (monthly) | \$ | Expenses (monthly) | \$ |
|---|----|---|----|
| Salary, wage, or other personal earnings | | Income Tax / Kiwi Saver | |
| Name of Employer | | | |
| Superannuation, pension, or other Benefit | | Rates | |
| (Specify) | | | |
| Accident Compensation | | Mortgage Payments | |
| | | Hire Purchase Payments | |
| | | Personal Loans Payments | |
| Investment Earnings | | Vehicle Costs | |
| Income from Boarder/Rent | | Food and Household Expenses (not specified below) | |
| All other sources of income | | Insurance | |
| i) | | Medical | |
| ii) | | Utilities | |
| iii) | | Child maintenance / care / education | |
| | | Clothing | |
| | | Entertainment/holidays | |
| | | Other (specify) | |
| TOTAL INCOME | | TOTAL EXPENSES | |

I/We do solemnly and sincerely declare that the particulars supplied are correct in every detail and I make this solemn declaration conscientiously believing the same to be true and by virtue of the Oaths and Detention Act 1957

Declared at.....this.....day of20.

Before me.....

(Solicitor Justice of the peace or other person authorised to take a statutory declaration)

Signatures of Applicants.....

Appendix Two: Rates Postponement - Natural Calamities

APPLICATION FORM

Applicant details:

Name of Ratepayer.....

Contact email:

Mobile phone/landline contact numbers.....

Date of Birth.....

Your Property

Valuation Number (on rates invoice).....

Property Address.....

Mortgagee (if applicable).....

Eligibility

- | | |
|--|----------|
| 1. Is the property above your usual place of residence/business? | YES / NO |
| 2. Do you have at least 25% equity? (provide evidence) | YES / NO |
| 3. Do you have full property insurance cover? (provide evidence) | YES / NO |
| 4. Have you applied to extend your mortgage/business loan? | YES / NO |

If you answered "No" to any of the 4 questions you are not eligible.

If eligible, please provide financial details below.

Financial Details

The details of assets, liabilities, income and expenditure are as follows:

| Asset | \$ | Liabilities | \$ |
|---|----|----------------------------------|----|
| Land, Building, or other property | | Mortgage on Property | |
| Is the property in joint names? Y /N | | Name of Mortgagee | |
| | | Frequency of payments | |
| Motor Vehicles | | Hire Purchases | |
| Makes and models | | Name of Lender | |
| | | Frequency of payments | |
| Bank Balances (attach bank statements as evidence). | | Personal Loan | |
| | | Name of Lender | |
| | | Frequency of payments | |
| Other Investments (term deposits, government stock, shares, debentures, bonds) Attach evidence | | Other Debts (specify details) | |
| Interest in Business (Provide Details) | | | |
| Any other assets (including interests in estates) (Provide Details) | | | |
| TOTAL ASSETS | | TOTAL LIABILITIES | |

| Income (monthly) | \$ | Expenses (monthly) | \$ |
|---|----|---|----|
| Expected Business / Farm Earnings | | Expected Farm / Business Outgoings | |
| | | Staff Costs | |
| | | Feed | |
| | | Fertilizer | |
| | | Animal Health | |
| | | Rent/Lease | |
| | | Other (Specify) | |
| Salary, wage, or other personal earnings | | Income Tax / Kiwi Saver | |
| Name of Employer | | | |
| Superannuation, pension, or other Benefit | | Rates | |
| (Specify) | | | |
| Accident Compensation | | Mortgage Payments | |
| | | Hire Purchase Repayments | |
| | | Personal Loans Repayments | |
| Investment Earnings | | Vehicle Costs | |
| Income from Boarder/Rent | | Food and Household Expenses (not specified below) | |
| All other sources of income | | Insurance | |
| i) | | Medical | |
| ii) | | Utilities | |
| iii) | | Child maintenance / care / education | |
| | | Clothing | |
| | | Entertainment/holidays | |
| | | Other (specify) | |
| TOTAL INCOME | | TOTAL EXPENSES | |

I/We do solemnly and sincerely declare that the particulars supplied are correct in every detail and I make this solemn declaration conscientiously believing the same to be true and by virtue of the Oaths and Detention Act 1957

Declared at.....this.....day of20.

Before me.....

(Solicitor Justice of the peace or other person authorised to take a statutory declaration)

Signatures of Applicants.....

Appendix Three

Remission Of Rates -Financial Hardship Due To Covid-19

APPLICATION FORM

Applicant details:

Name of Ratepayer.....

Contact email:

Mobile phone/landline contact numbers.....

Date of Birth.....

Your Property

Valuation Number (on rates invoice).....

Property Address.....

Mortgagee (if applicable).....

Eligibility

- | | |
|---|----------|
| 1. Is the property above your usual place of residence? | YES / NO |
| 2. Are you the registered owner of the property? | YES / NO |
| 3. Are you suffering financial hardship due to Covid-19? If Yes, please supply evidence. | YES / NO |
| 4. Are you eligible for a central government rates rebate? (New Zealand Government – Getting a Rates Rebate) | YES / NO |
| 5. If Yes, have you applied? | YES / NO |

If you answered “No” to any of the first 3 questions you are not eligible.

I/We do solemnly and sincerely declare that the particulars supplied are correct in every detail and I make this solemn declaration conscientiously believing the same to be true and by virtue of the Oaths and Detention Act 1957

Declared at..... This day of 20.....

Before me.....

(Solicitor Justice of the peace or other person authorised to take a statutory declaration)

Signature of Applicants.....