

Application for a Land information memorandum

Email your application to: ccclims@ccc.govt.nz; or

Deliver to: Civic Offices, 53 Hereford Street, Christchurch, or to any Council Service Centre; or

Send to: 'LIM Applications', Christchurch City Council, PO Box 73013, Christchurch Mail Centre, Christchurch 8154.

1. About this form

A land information memorandum (LIM) is a document issued (at your request and on payment of a fee) by a territorial authority such as the Christchurch City Council. Anyone may apply for a LIM which contains information on any land within the territorial authority district. This form is to be used to apply for a land information memorandum (LIM) and must be accompanied by an application fee (please refer to the Regulatory and property information fee schedule available from our [website](#) for the latest charges). Accepted methods of payment: Cash - EFTPOS - Visa/Mastercard. Please advise method of payment below.

You can monitor the progress of your LIM on our website at www.ccc.govt.nz/lim. For further information or enquiries about filling in this form, please phone (03) 941 8999. If ordering a property file with the LIM please refer to our [website](#) for terms and conditions.

Cancelling a LIM:

You may cancel a LIM application at anytime, unless the LIMs Team has started or fully processed the LIM, there is a cancellation fee payable when the LIM application has been entered into the LIM system. If you have paid the LIM fee, it will be credited to you minus the cancellation fee (if applicable).

To cancel a LIM, mark the original application form "please cancel" and re-submit it. There is a cancellation fee for LIMs please refer to our [fee schedule](#) available on our website for the latest charges.

2. The applicant

Company Name:	<input type="text"/>		
First Name:	<input type="text"/>	Middle:	<input type="text"/>
		Surname:	<input type="text"/>
Postal address:	Box/Street name:	<input type="text"/>	
	City:	Suburb/Lobby:	<input type="text"/>
		Post code:	<input type="text"/>
Telephone (wk):	<input type="text"/>	Fax (wk):	<input type="text"/>
		Client reference:	<input type="text"/>
Customer number:	<input type="text"/>	Email:	<input type="text"/>
Signature:	<input type="text"/>	Date:	<input type="text"/>
		Print name:	<input type="text"/>
Method of Payment:	<input type="checkbox"/> Email me an invoice	<input type="checkbox"/> Contact me to pay by credit card	

3. The property

Address of property for which information is required:	<input type="text"/>		
Legal description of land:	Lot No:	DP:	DPF:
	<input type="text"/>	<input type="text"/>	<input type="text"/>
		Other:	<input type="text"/>
Current owner:	<input type="text"/>		
Property use:	<input type="checkbox"/> Residential	<input type="checkbox"/> Commercial/Industrial	<input type="checkbox"/> Vacant Lot
		<input type="checkbox"/> Residential & property file (additional cost)	

For Office Use:

LIM No:	<input type="text"/>	Invoice No:	<input type="text"/>	Receipt No:	<input type="text"/>	Date received:	<input type="text"/>
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