**Important notes to the applicant**

You must complete this Application Form in full as this is a stand-alone document.

The Resource Management (Measurement and Reporting of Water Takes) Regulations 2010 and Amendment Regulations require that a water permit holder provide records of water use to the Council by no later than the end of the next day unless the Council is satisfied that it is impractical to achieve this due to a limitation in telecommunications.

An exemption from the requirement to provide telemetered water meter data can be made. Applications for exemption from Telemetry must be made on an annual basis between July and January for the following water year.

There will be a fee charged for processing your application (in accordance with the NRC User Fees and Charges).

If all the necessary information is not supplied with the application, we may return it or request further information. We can accept electronic lodgment of applications if sent to [info@nrc.govt.nz.](mailto:info@nrc.govt.nz)

Attention: Water Use

**Part A: Applicant’s details**

**A.1** **Applicant(s) name(s) in full** *(include middle names)*

This is the person(s), company name, names of trustees (if the applicant is a trust) or the name of the incorporated society who currently hold the consent.

**Applicant’s postal address**

**Applicant’s street address (not a PO Box number)**

Post code:

**Applicant’s contact numbers:**

Home phone:      Work phone:

Mobile:

Email:

Please provide a valid and clear email address. Council is moving to a paperless consenting process – therefore any correspondence including decision documents and exemption document (if granted) will be sent via email, unless you request a paper copy.

If you do not prefer contact by electronic means, please tick:

**Part A: Applicant’s details (continued)**

**A.2** **Name of contact person (If different from A.1)**

**Applicant’s postal address**

Post code:

**Contact persons contact numbers:**

Home phone:      Work phone:

Mobile:

Email:

Please provide a valid and clear email address. Council is moving to a paperless consenting process – therefore any correspondence including decision documents and exemption document (if granted) will be sent via email, unless you request a paper copy.

If you do not prefer contact by electronic means, please tick:

**Part B: Water measuring device and point of take information**

**B.1 What type of water measuring device is currently installed? (i.e. mechanical, v-notch)**

**B.2 What is the name of your meter service provider?**

**B.3 Please describe why you are unable to install telemetry?**

*Please include supporting documentation from your Service Provider confirming why telemetry cannot be installed. This documentation should be no older than 3 years.*

**Part C: Declaration**

**I/we hereby certify that to the best of my/our knowledge and belief, that the information given in this application is true and correct and I/we agree to pay all actual and reasonable processing costs incurred by the Northland Regional Council.**

**Name(s)** *(BLOCK CAPITALS)*

**Designation** *(e.g. consent holder, manager, consultant)*

**Signature (of authorized person) Date**

**Part D: Checklist**

**To minimise consent processing costs check that you have completed all the sections below before you lodge your application with the Northland Regional Council.**

**Have you** *… (please tick)*

Answered all relevant questions on this form?

Signed and dated the declaration?

Provided documentation from your Service Provider as outlined in B.3?