

### 1. Applicant Details

Name

Postal Address

Email Address

Contact Number

Phone

Mobile

Valuation Number

Address or location of  
the encroachment

### 2. Proposed Encroachment Activity

Describe the nature of the proposed encroachment and its purpose.

Please provide the reasons the encroachment cannot occur within your own land boundaries.

Is public access affected by the encroachment? Yes ☐ No ☐

### 3. Application fee

Payment must be received in full before Waitomo District Council will start processing the encroachment application form. The fee is \$275.00.

#### Payment Method

☐ I will pay by posting a cheque / in person at WDC Office

☐ I will pay by internet banking

#### Bank Payment Details

Bank: Westpac

Account Number: 03-0449-0070201-00

Particulars: Road Encroachment

Reference: Applicant Surname

#### 4. Documents Required

- ☐ Completed application form
- ☐ Application fee
- ☐ Relevant plans with aerial photos - showing the location of the encroachment
- ☐ Copies of written consents of affected parties (please see note below)
- ☐ I agree to pay all costs associated with the Council authorising the encroachment, should the application be successful

#### Note

If there are other landowners/neighbours who may potentially be affected but will not provide consent, please provide an explanation here:

Signature

#### 5. Office Use Only

I hereby certify I have inspected the site, and that in my opinion the encroachment does not interfere with the normal use of the road.

Signed:

Designation: