

CON540: TRANSFER OF A RESOURCE CONSENT

FOR OFFICE USE ONLY

SECTIONS 134-137 RESOURCE MANAGEMENT ACT 1991

TO: Environment Canterbury
 P O Box 345
 CHRISTCHURCH 8140

 Ph: 0800 324 636 Fax: (03) 365 3194

☞ If you are partially transferring a GROUNDWATER permit, please use the form 'Notice of Partial Transfer of a Resource Consent to take Groundwater'.

If you need any information or assistance please contact Customer Services on 0800 324 636

PART A: Consent details

Consent number: _____

Transfer of: Whole Resource Consent Part Resource Consent

If this is a partial transfer, please clearly describe which part of the consent is being transferred: _____

Site address: _____

Legal description: _____

Description of activity authorised by consent: _____

Approximate date consent first used (*Note: this may be different to the date the consent was granted*): _____

How consent was first used: _____

Note: if your resource consent was not used before its lapse date, it cannot be transferred. Contact Customer Services if you require any clarification.

Please attach a copy of the Certificate of Title for the property this consent relates to in the new holders name. Where a Certificate of Title is not supplied and is required for processing of the transfer, Environment Canterbury will obtain a copy and the cost of this may be charged to you.

- Note:**
1. Until a correctly completed transfer form is received, new documents cannot be processed.
 2. Any compliance monitoring charges for work completed up until the date of transfer will be invoiced to the transferor.
 3. The transfer will be effective from the date we receive the correctly completed transfer form.

Note If a resource consent requires a partial change of name:

- o Part B must contain all names of current consent holders; and
- o Part C must contain all names of proposed new consent holders **INCLUDING** the individual or organisation intending to remain a resource consent holder.

PART B: Current consent holder details (Please ensure all applicable fields are completed)

Surname: _____ All first names (in full): _____ Mr/Mrs/Ms/Miss

Surname: _____ All first names (in full): _____ Mr/Mrs/Ms/Miss

Company name: _____

Current Postal address: _____

Telephone number (work): _____ Fax number: _____

Telephone number (home): _____ Fax number: _____

Cell phone number: _____ Email: _____

Please note that a request to transfer a resource consent cannot occur without signatures of ALL current consent holders.

If this consent is in the name of a company, a registered director of the company must sign

 Signature/s of **current consent holder/s**
 (or duly authorised agent on behalf of the consent holder) Date: / /

Print name/s of signatories

PART C: New consent holder details (Please ensure all applicable fields are completed)

If this consent is currently under review, I understand the conditions of the consent may change after the transfer has occurred.

Surname: _____ All first names (in full): _____ Mr/Mrs/Ms/Miss

Surname: _____ All first names (in full): _____ Mr/Mrs/Ms/Miss

Registered Company name and number: _____

Current Postal address: _____

Telephone number (work): _____ Fax number: _____

Telephone number (home): _____ Fax number: _____

Cell phone number: _____ Email: _____

Please note that a request to transfer a resource consent cannot occur without the signatures of ALL new consent holders.

If this consent is in the name of a company, a registered director of the company must sign

 Signature/s of **new consent holder/s**
 (or duly authorised agent on behalf of the consent holder) Date: / /

Print name/s of signatories

Terms of Trade

On accepting this transfer please note that the monitoring and administration charges will apply and Environment Canterbury terms of trade are that all accounts be paid by the 20th of the following month. Should the account remain unpaid within 30 days after the due date, Environment Canterbury reserves the right to refer the account onto a collection agency and any costs incurred in doing this will be passed onto you as the account holder.