



PO Box 6  
Martinborough, 5741

## APPLICATION FOR REMISSION OF RATES PENALTY

I, (full name) \_\_\_\_\_ RID ID: \_\_\_\_\_

Valuation No: \_\_\_\_\_

Address of \_\_\_\_\_

Property: \_\_\_\_\_

Hereby apply for remission of \$.....being penalty on my/our rates account on the grounds that: (Give brief explanation of reasons for making this application below)

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SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

**TO GROUP MANAGER CORPORATE SUPPORT**

(Office Use)

(Summary by Rates Officer )

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**POLICY NO.**

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

APPLICATION **APPROVED/NOT APPROVED** FOR REMISSION OF \$ \_\_\_\_\_

AUTHORISATION: \_\_\_\_\_ DATE: \_\_\_\_\_

**FOR DETAILS OF DISTRICT COUNCIL POLICY SEE REVERSE**

## REMISSION OF RATES PENALTY

### **District Council Policy is:**

Council will consider each application on its merit and remission may be granted where it is considered that the application meets one of the following criteria and conditions.

### **Criteria:**

1. Where it is demonstrated that penalty rates have been applied due to an error by Council.
2. Remission of one penalty will be considered in any one rating year where payment had been late due to significant family disruption. This is likely to be the ratepayer, or a member of the household being affected by illness, accident, hospitalisation or death.
3. Remission of penalty may be granted if the ratepayer advises that payment has gone astray in the post or the late payment has otherwise resulted from matters outside their control. Applications for this criteria will only be accepted if the ratepayer has a history of regular payments and has not already received a remission under this criteria in the previous two years.
4. Remission of penalty rates will be considered for those ratepayers, who due to financial hardships, are in arrears and have entered into an agreement with Council to repay all outstanding and current rates. This repayment scheme will be generally for a maximum of 5 months. Penalty remission will be applied at the end of the repayment scheme when the account is up to date.
5. Remission will be considered if a new owner receives penalty rates resulting from the Notice of Sale procedure (ie lateness of issue of sale notice, incorrect postal address or late payment of rates on property settlement). This only applies to penalty rates incurred on one instalment at the time of the settlement date.

### **Conditions:**

1. Application for remission of penalty rates must be in writing using this form.
2. Penalty rates will only be considered if the application is in the current rating year.