



Application for Rating Units Containing Two Separately Habitable Units Rates Relief Policy

Rates Department
Thames-Coromandel District Council
Private Bag 1001
Thames 3540

Dear Sir or Madam

Re: Application for Rating Units Containing Two Separately Habitable Units Rates Relief Policy

Property Address: _____

Assessment Number LRA: _____

Valuation Number: _____

I/We, the owner(s) of the above property, hereby apply for a remission of second set of rate type charges assessed on the said property in line with Councils *Rating Units Containing Two Separately Habitable Units* rates relief policy which I have read and understood.

A completed *Statutory Declaration* form is also enclosed in support of this application.

Yours faithfully,

Ratepayer Name
(Please Print): _____

Signature: _____

Contact number/email: _____

Dated: _____



STATUTORY DECLARATION

Rating Units Containing Two Separately Habitable Units Rates Relief Policy

Name(s) _____

Declare as follows

1. I/We are the registered proprietors of the land situated at:

Valuation Number: _____
2. **During the period 1 July 2023 to 30 June 2024** the house and unit on the land above has been occupied as one household unit and has not and will not have a second party/parties using the second self-contained unit or part of the house independently of the Primary dwelling.
3. **During the period 1 July 2024 to 30 June 2025** I/we expect the house and unit on the land above to be only occupied as one household unit and will not have a second party/parties using the second self-contained unit or part of the house independently of the Primary dwelling.
4. **During the period 1 July 2024 to 30 June 2025** the second self-contained unit or part of the so described in this declaration will not be advertised for hire/rent/lease in newspapers, public notices, social media sites, real estate offices or websites, booking or trade websites or other advertising outlets.
5. That if any circumstances outlined paragraphs 1, 2, 3 or 4 should change during the year 1 July 2024 to 30 June 2025 I/we will advise you in writing within 30 days of the change in circumstances. I/we understand not advising Council of the change in circumstances may result in the remission being removed from the Rates account and full rate charges payable by the Ratepayer.

AND I/we make this solemn declaration conscientiously believing the same to be true and by virtue of the Oaths and Declarations Act 1957.

Declared at: _____

Dated: This _____ day of _____ 202

Name (Please Print): _____

Signature: _____

Before me
Justice of the Peace: _____

Signature: _____
(Or other person authorised to take a statutory declaration as noted in Section 9 of the Oaths and Declarations Act 1957)



This information is taken from the Rates Remission Policy adopted by Council on 8 December 2020 and effective from 1 July 2021.

7 Rating units containing two separately habitable units

Objective

To enable the Council to provide for rates relief for ratepayers who own a rating unit containing two separately used or inhabited parts of a rating unit where the application of rates set on a uniform basis may result in inequity.

Policy statement

Rates remissions under this policy will be administered annually on receipt of a written application. Council may remit rates where the application meets the following criteria. The rating unit contains two habitable units and;

- a) the second habitable unit is used only for family and friends of the occupants of the first unit on a non-paying basis; and
- b) the application is accompanied by a Statutory Declaration made by the ratepayer that declares that a) has been complied with for the current rating year and will continue to be complied with in the ensuing year.
- c) the second habitable unit's gross floor area excluding garage is less than or equal to 50m², or 60m² if it is Lifemark TM design certified or has another certification that it is functional for elderly and disabled residents, but do not qualify for the full remission as it is rented out for financial reward.

The Council may remit second targeted rates for water, wastewater, stormwater, solid waste, any uniform annual general charge, and targeted rates set on a uniform basis for works and services for the second habitable unit when the criteria a) and b) apply. If a rating unit contains more than two habitable units used by non-paying guests and family, only one is entitled to remission.

It is the ratepayer's responsibility to inform Council in writing within 30 days if the circumstances declared in the Statutory Declaration change. Council may review a ratepayer's eligibility for a remission under this policy at any time.

If criteria c) applies then based on the information contained in Councils Rating Information Database as at 1 July each year Council officials will, for each qualifying rating unit, automatically remit 50% of the second targeted rates for water, wastewater, stormwater, solid waste, any uniform annual general charge, and 50% of the targeted rates set on a uniform basis for works and services.

In no circumstances will loan charges be remitted.

Delegations

Decisions for remission of rates for rating units consisting of two separately habitable units are delegated to the Finance Manager and the Rates Manager.