

TRANSFER OF MOORING CONSENT

Notes

A resource consent may be transferred to another person or party if they will be operating the same activity at the same location. That transfer can involve the whole or part of a consent and may be temporary or permanent.

A resource consent is a legal document. This means that written authorisation from all relevant parties is required before it can be transferred. This form enables the transfer process and must be completed and signed by **both** the current and new consent holder.

The fee for this transfer is \$172.50 (GST inclusive) and \$120.75 (GST inclusive) for each additional consent which is payable when you submit this form. A transfer is not complete until the required fee is paid.

Remember to sign and date this form and email to: RM.Requests@waikatoregion.govt.nz or by post to Waikato Regional Council, Private Bag 3038, Waikato Mail Centre, Hamilton 3240.

If you need any further help, please phone our **Resource Use staff** on **0800 800 401**.

Section 1: Consent details

This transfer relates to the following resource consent/s to place and use a structure on the seabed for mooring purposes:

Consent number/s	Mooring number	Maximum vessel length	Mooring location (name of harbour or waterway)

The maximum vessel length is the consented maximum in the Resource Consent conditions. Please make sure that your vessel does not exceed this maximum.

Section 2: Current consent holder details (to be completed by transferor)

You should complete any remedial or required works before you transfer your consent. You will also remain liable for any non-compliance with your consent conditions prior to transfer, and for any consent related charges up to the time of transfer.

Your consent will not be transferred until we have received written authorisation from both parties. Please make sure that this form is fully signed and completed, then returned to us as soon as possible. The Waikato Regional Council does not accept responsibility for ensuring that transfer of consent forms are returned and completed.

Full name/s	
Postal address	
	Postcode:
Primary contact person/s	
Email address	

Phone number/s	Home:		Business:	
	Mobile:			
Declaration	I/we wish to transfer responsibility for the above mooring consent/s to the new operators detailed in Section 3.			
	Signature of Transferor (consent holder)			Date
	OR: Signature of authorised person			Date:
	<input type="radio"/> I confirm that I am authorised to sign this form on behalf of the Transferor (consent holder)			Date:
	<input type="radio"/> Tick only if you wish to receive written notice when the transfer is complete.			

Section 3: New consent holder details (to be completed by transferee)

For **individuals**, you must provide the full names of all individuals (such as John Robert Smith and Mary Jane Williams).

For **companies and other incorporated entities** you must provide the company name and registration number. You must also provide the name of a person or persons who will represent your company and be responsible for compliance with our rules.

For **partnerships and unincorporated entities** (such as private or family trusts or unincorporated societies), we must have the details of all authorised partners, trustees, members or officers. We may also request a copy of your society's rules to verify your status as a formal body or society.

We will send you written notice when the transfer is completed.

Full name/s of new holder This is the name/s that the consent will be issued to.		
	Director/Minister/Chief Executive:	
	Company registration number:	
We cannot accept applications made in the name of unregistered companies.		
Postal address		
	Postcode:	
Residential address If different from postal address		
Primary contact person/s		
Email address		
Phone number/s	Home:	
	Business:	
	Mobile:	
Declaration Please make sure you are aware of your new consent's conditions and likely costs.	I/we accept transfer and responsibility for the detailed mooring consent(s)	
	Signature of Transferee	Date:
	OR: Signature of authorised person	Date:
	<input type="radio"/> I confirm that I am authorised to sign this form on behalf of the Transferee	Date:

Partnership/unincorporated entity details

For **partnerships** and **unincorporated entities** (such as private or family trusts or unincorporated bodies or societies) you must provide details of all authorised partners, trustees or members. Include details of any further partners/trustees/members on a separate page if necessary. Your consent will then include these names, and all individuals will be legally responsible for the activity and any associated compliance issues. Should these persons change, then you must notify us.

Name of person:	
Status (such as partner or trustee):	
Residential address:	
	Postcode:
Name of person:	
Status (such as partner or trustee):	
Residential address:	
	Postcode:
Name of person:	
Status (such as partner or trustee):	
Residential address:	
	Postcode:

Section 4: New vessel details (must be provided)

Vessel name:	
Vessel type:	<input type="radio"/> multihull <input type="radio"/> yacht <input type="radio"/> launch <input type="radio"/> barge <input type="radio"/> small craft <input type="radio"/> recreational <input type="radio"/> commercial
Vessel dimensions:	Beam width _____ metres
	Draft _____ metres
	Vessel length (overall) _____ metres

Please note that a multihull vessel requires written approval from the Regional Harbourmaster.

Section 5: Consent transfer fee and payment

Consent transfer fee:

The fee for the transfer of consent is \$172.50 (GST inclusive) and \$120.75 (GST inclusive) each consent thereafter and the full amount is required when you submit this form.

Total amount paid _____ Payment date _____

Waikato Regional Council is no longer accepting cash or cheque payments. For internet banking / direct credit, please use the following details and please remember to complete the Payer particulars and reference sections as this will help us to identify your payment.

PAY TO THE CREDIT OF WAIKATO REGIONAL COUNCIL, ANZ, HAMILTON BRANCH

Name of account	Bank	Branch	Account No.	Suffix
Waikato Regional Council	0 6	0 3 1 7	0 0 9 6 4 4 2	0 0 0

DETAILS TO APPEAR ON PAYEE'S BANK STATEMENT

Payer particulars (max 12 characters) **Transferor name**

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Payer code (max 12 characters) **Transferor name**

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Payer reference

R	C	T	R	A	N	S	F	E	R		
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Section 6: Final checklist

Before submitting have you completed:

- ☐ Transferor contact information ☐ Transferee contact information ☐ New vessel details
☐ Contacted the Moorings Officer in Maritime Services ☐ Paid the transfer fee

Sign and date this form, email to RM.Requests@waikatoregion.govt.nz or post to Waikato Regional Council, Private Bag 3038, Waikato Mail Centre, Hamilton 3240

Privacy statement:

The Resource Management Act (1991) requires this information to process the transfer of your mooring consent(s) and assist in managing the region's natural and physical resources. Information in this transfer is regarded as official information.

Waikato Regional Council will hold this information, including all associated attachments, and it is subject to the Local Government Official Information and Meetings Act 1987 and the Privacy Act 2020. The details may also be made available to the public.

Under the Privacy Act 2020 you have the right of access to, and correction of, personal information held by the Waikato Regional Council.