

[Form Letter - Date Generated]

To Owner: [Owner Name (Formatted)]
[Owner Postal Address]

Service Request No: [Service
Request Number]
File Reference:
[designated_wufi]

Copy to Agent: [Agent Name (Formatted)]
[Contact Postal Address]

Dear Sir/Madam

Resource Consent Fees - Additional Charges Payable

Service Request Type: [Service Request Type (Long)]
Site Address: [Property Address]

Please find enclosed an invoice for additional fees payable for the processing of your resource consent application. This fee is the difference between the initial deposit and the actual and reasonable costs incurred by the Urban Development and Transport Directorate in processing your resource consent.

This fee is charged in accordance with section 36(3) of the Resource Management Act 1991 and Wellington City Council's resource management fee schedule.

The total additional fees are \$ _____ which is the result of time taken to complete the consent by Council staff after deduction of the deposit paid. This invoice is due by the 20th day of the month following the date the invoice is issued, unless an objection to the charge is lodged.

Any objection (under Sections 357 and 358 of the Resource Management Act) must be made in writing, setting out the reasons for the objection within 15 working days of receipt of this letter or within such extended period as the Council may allow.

If you have any further questions please contact me on the number below.

Yours faithfully

[Form Creator Name]
Urban Development and Transport
Wellington City Council
Phone: 801 3718