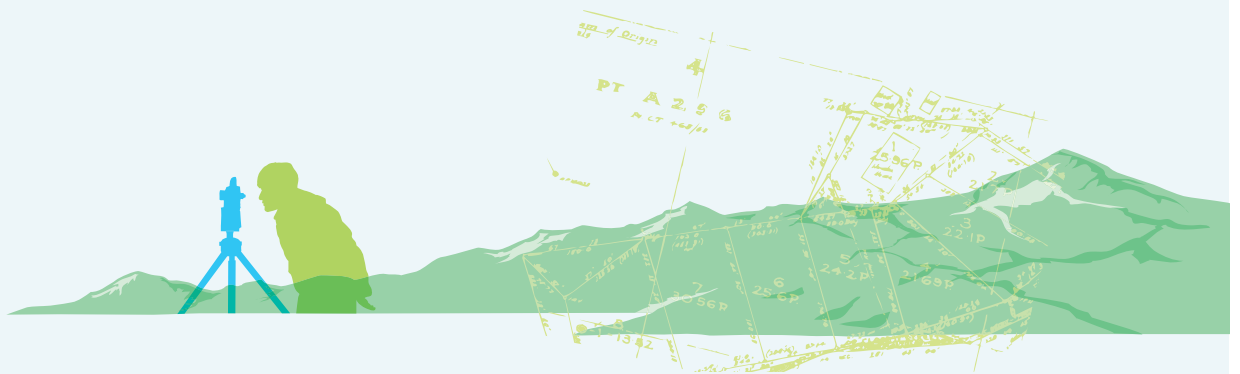


FACT SHEET

DUNEDIN PROCESSING CENTRE RECORDS ON THE MOVE



Dunedin Processing Centre will be closing in December 2010

Before this occurs we are moving all of the records currently in the Dunedin reading room to other sites. This means there will be no public access to records during the main move periods.

As the records are being relocated, some of the Deeds Indexes, other indexes and searching aids will be digitised.

Over the coming months we will be working with Archives New Zealand to determine the best approach for making these images available to users in future through the internet.

We are making every effort to minimise the time records are unavailable, but please ensure you plan any research around the dates on the following page.

Records moving from the Dunedin Processing Centre

All Deeds Indexes and Registers and some other historical records for Otago and Southland will be transferred to Archives New Zealand, Dunedin Regional Office, 556 George Street, Dunedin.

23 August to 10 September	Access will be limited as records are prepared for moving.
13 September to 1 October	Records are inaccessible as they are being moved. Deeds Indexes and other indexes and searching aids will be digitised in Wellington before final transfer to Archives New Zealand, Dunedin.
4 October to 1 November	There will be no public access to Deeds Registers and Indexes during the transfer and digitisation processes.
2 November	Deeds Registers (but not indexes and searching aids) are available for viewing on request at Archives New Zealand, Dunedin.
Late November	Indexes and searching aids will be available for viewing at Archives New Zealand, Dunedin once the digitisation process has been completed.

All Surveyors Field books, Legalisation cards and Traverse records for Otago and Southland will be transferred to the LINZ Christchurch Processing Centre.

All original plans will be transferred to off-site storage in Christchurch.

23 August to 25 October	Field book registers and Legalisation cards will be inaccessible during digitisation before final transfer to LINZ's Christchurch Processing Centre.
15 to 19 November	Access to other records transferring to LINZ's Christchurch Processing Centre may be limited as records are prepared for moving.
22 to 26 November	Records transferring to Christchurch Processing Centre are inaccessible as they are being moved.
30 November	Records are now available from Christchurch Processing Centre.

If you need access to records for an urgent business need during these closure periods, we will do our best to accommodate you.

Please contact LINZ Customer Support on 0800 665 463 for further information.