



Checklist for Properties to be Advertised in the Protection Mechanism and Sites of Significance Process

To be completed by the vendor agency
or agent acting on the vendor's behalf

OTS Property Number

- 1 Property Name
Address
- 2 Vendor Unique Property Number (if applicable)
- 3 Māori Block from which the land was acquired
- 4 Copy of LINZ Vendor Agency Disclosure form and attachments provided Yes No
- 5 Copy of a recent valuation report (no later than 6 months) attached Yes No
- 6 Date that the vendor agency confirmed the property as surplus
- 7 Copy of OTS Vendor Disclosure Form and attachments provided Yes No
- 8 Offerback
- (a) Has this property been exempt from the offerback requirements of Section 40 of the Public Works Act 1981 or Section 23 of the New Zealand Railways Corporation Restructuring Act 1990 or has an offerback been made and not accepted? Yes No
- (b) Date cleared from offerback requirements of Section 40 of the Public Works Act 1981 or Section 23 of the New Zealand Railways Corporation Restructuring Act 1990
- (c) If offerback not accepted, please provide details of outcome (Attach any further information to this form)
- (d) Copy of the Offerback report provided Yes No Not Applicable
- 9 Other statutory or contractual or equitable obligations?
- (a) Was property the subject of any other statutory or other contractual or equitable obligations? Yes No
- (b) If Yes, describe the nature of the statutory or contractual or equitable obligations (Attach any further information to this form)
- (c) Date property cleared from the statutory or contractual or equitable obligations
- 10 Sale
- (a) Is the property ready for immediate sale? Yes No
- (b) Is the property capable of being sold? Yes No
(i.e. the property has a separate Certificate of Title or is able to be Titled)
- (c) Is the property described for advertising as it is intended to be marketed? Yes No
- (d) Are any improvements to be removed after signing this document? Yes No
(if yes, please attach details)
- (e) Are the improvements sited within the legal boundaries? Yes No
- (f) Does the property share utilities in common with another property? Yes No
- 11 Is there a reasonable probability that the property can obtain a building permit in the future, if required? (This generally applies to land where the nature or size of the land might restrict its future use, e.g. severed roads, rail corridors, stopped roads.) Yes No

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Protection of Māori Interests
in Surplus Crown-Owned Land

Continued

OTS Property Number

12 Are you seeking an exemption for this property from being landbanked:

- (a) in order to sell it to a specific third party? *(in accordance with TOW (97) M 6/4)* Yes No
- (b) for the purposes of transferring it to a Local Authority for a Public Work? *(s.50 PW Act 1981)* Yes No
- (c) to exchange it for other land? *(s.106 PW Act 1981)* Yes No

13 Holding Costs *(last financial year)*

	Full Year Basis <i>(excl. GST)</i>
REVENUE	
Rent	
Other <i>(produce, farming, plant, etc.)</i>	
TOTAL REVENUE	\$
COSTS	
Rates <i>(provide estimate if not currently rated)</i>	
Insurance	
Repairs and un-programmed maintenance	
Programmed maintenance	
Other	
TOTAL COSTS	\$
SURPLUS / DEFICIT	\$

(For further clarification of costs, attach additional pages).

14 Details of outstanding maintenance:

OUTSTANDING MAINTENANCE ITEM(S)	Estimated Cost <i>(excl. GST)</i>
TOTAL ESTIMATED COST	\$

(For additional outstanding maintenance, attach additional pages).

- 15 Does the land, buildings or any part thereof hold a heritage listing? Yes No
- 16 Does the land, buildings or any part thereof have any known contamination? Yes No
- 17 (a) Is the property subject to a lease? Yes No
- (b) If yes, provide date of final lease expiry *(including renewals)*:

NOTE: No property will be advertised through the Protection Mechanism and Sites of Significance Processes, unless the above information is provided and any relevant statutory requirements or contractual obligations have been met.

Vendor or Agent sign-off:

	/ /
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Print Name and Date

Recommended/Not Recommended for Advertising by OTS:

	/ /
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Print Name and Date

Property Analyst– Protection Mechanism Approval to Advertise:

	/ /
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Print Name and Date