

# Applying for a Tasman District Council cottage

This information sheet should help answer your questions about Council rental housing. It should also help you understand the system of allocation and how it affects your application.

## General Information

The Tasman District Council has approximately 100 cottages available to rent:

Richmond	34
Wakefield	07
Motueka	45
Murchison	04
Golden Bay	04
Brightwater	07

There is a strong demand for these cottages and so, of course, a long waiting list. Priority is given to those people from the Tasman District area whose present housing situation is unsatisfactory.

## Eligibility

You qualify for a Council cottage if:

- You are a New Zealand resident; and
- You are 65 years of age or over and are receiving National Superannuation, or over 55 years of age and are in receipt of a Supported Living Payment from the Ministry of Social Development; and

- Your total assets, including cash, investments, house and other property (but not including car and furniture) do not exceed \$50,000; and
- You are able to live independently; and
- You get on well with other people and will live compatibly with neighbours.

## Housing allocation

Your chance of getting a rental cottage depends upon your need for it. Your situation is compared with the other applications and your need assessed on this. If you are already in a suitable home or can afford one of your own, the Council cottages will be allocated to those more in need.

## Your prospects of being offered a tenancy

Your application will be considered and prioritised. Your prospects are affected by:

1. The availability of cottages for rent.
2. Your priority in relation to other applicants.



If you have any further queries please contact:  
**03 543 8400.**

## General inquiries

If more detailed information is required on any of the above statements, or help needed in filling out your application form, contact should be made with the Reserves & Facilities Administrator at the Tasman District Council, telephone 03 543 8468.

It must be emphasised that your application can only be considered if you have filled out the application form in full.

**Please let us know if your circumstances change so that we can update our records.**

Return applications to:

Reserves & Facilities Administrator

Tasman District Council

Private Bag 4

Richmond, Nelson 7050

## Application for Council cottage (to be filled in with full details)

Full name(s) of applicants: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Mr  Mrs  Ms  Miss

Date of Birth: \_\_\_\_\_

Mr  Mrs  Ms  Miss

Present address: \_\_\_\_\_

Contact telephone number: \_\_\_\_\_

How long have you lived at your present address (years): \_\_\_\_\_

Are you a New Zealand resident?  Yes  No

Details of present home:  House  Flat  Rooms  Boarding

Are you sharing facilities with other occupiers:  Yes  No

If yes, please state details: \_\_\_\_\_

Landlord's name: \_\_\_\_\_

Weekly payments: \_\_\_\_\_

Do you own a pet? No  Yes

If yes, please specify, e.g. cat: \_\_\_\_\_

Do you or your spouse/partner currently own or have you owned or part-owned a property in the last five years?  Yes  No

If yes, please give details: \_\_\_\_\_

Approximate value: \_\_\_\_\_

Location: \_\_\_\_\_

Amount on mortgage: \_\_\_\_\_

Weekly payments to cover mortgage, rates, insurance, repairs etc: \_\_\_\_\_

Do you sublet or rent out part of your home?  Yes  No

If so, what is the weekly income from rent? \_\_\_\_\_

Statement of income before tax (including partner if applicable)		
Source	Gross per week	Gross per annum
Work and Income benefits (type):	\$	\$
Interest from any source:	\$	\$
Superannuation:	\$	\$
From other sources:	\$	\$
<b>Total</b>	\$	\$

Do you receive accommodation allowance from Work and Income?  Yes  No

Statement of assets and liabilities (including partner if applicable)			
Liabilities		Assets	
Mortgages:	\$	Property:	\$
Hire purchase:	\$	Motorcar/caravan:	\$
Other:	\$	Furniture etc.	\$
		Cash in bank:	\$
		Investments:	\$
		Other assets:	\$
<b>Total</b>	\$	<b>Total</b>	\$

Do you own sufficient furniture for a flat?  Yes  No

Have you applied for housing to other councils?  Yes  No (If yes, please specify): \_\_\_\_\_

Please state your preference for the area in which you would like a cottage: \_\_\_\_\_

(Richmond/Motueka/Golden Bay/Murchison/Wakefield/Brightwater)

If you live outside the Nelson region, do you have close relatives living in the area?  Yes  No  
If yes, please specify name, address and telephone number: \_\_\_\_\_

\_\_\_\_\_

## References

(Names and addresses of two person who can be referred to for character references)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

## Additional information:

Please give any further details of your circumstances which you consider have a bearing on your application, including why your present home is unsuitable.

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**Statutory declaration (to be completed by both applicants):**

I/We (full names): \_\_\_\_\_

Of (full address): \_\_\_\_\_

Nature of occupation: \_\_\_\_\_

do solemnly and sincerely declare that all statements made, and all particulars contained in the foregoing application are, to the best of my/our knowledge, information, and belief, true full and correct in each and every particular, and I/we make this solemn declaration conscientiously believing the same to be true by virtue of the Oaths and Declarations Act 1957.

**Signature of Declarant**

**Signature of Declarant**

\_\_\_\_\_  
Declared at : \_\_\_\_\_

\_\_\_\_\_  
Declared at : \_\_\_\_\_

Before me: \_\_\_\_\_

Before me: \_\_\_\_\_

A Solicitor of the High Court of New Zealand,  
a Justice of the Peace or any other person duly  
authorised to take statutory declarations.

**Tasman District Council**

**Email** [info@tasman.govt.nz](mailto:info@tasman.govt.nz)

**Website** [www.tasman.govt.nz](http://www.tasman.govt.nz)

**24 hour assistance**

**Richmond**

189 Queen Street  
Private Bag 4  
Richmond 7050  
New Zealand  
**Phone** 03 543 8400  
**Fax** 03 543 9524

**Murchison**

92 Fairfax Street  
Murchison 7007  
New Zealand  
**Phone** 03 523 1013  
**Fax** 03 523 1012

**Motueka**

7 Hickmott Place  
PO Box 123  
Motueka 7143  
New Zealand  
**Phone** 03 528 2022  
**Fax** 03 528 9751

**Takaka**

78 Commercial Street  
PO Box 74  
Takaka 7142  
New Zealand  
**Phone** 03 525 0020  
**Fax** 03 525 9972