

Resource Consents Unit

# Notice of surrender of a resource consent

Section 138 Resource Management Act 1991

Submit this form online at: [onlineservices.ccc.govt.nz](https://onlineservices.ccc.govt.nz); or

Email to: [resourceconsentapplications@ccc.govt.nz](mailto:resourceconsentapplications@ccc.govt.nz); or

Deliver to: Resource Consents Unit, Christchurch City Council, 53 Hereford Street, Christchurch; or

Send to: Resource Consents Unit, Christchurch City Council, PO Box 73013, Christchurch Mail Centre, Christchurch, 8154

For enquiries phone: (03) 941 8999 or email [DutyPlanner@ccc.govt.nz](mailto:DutyPlanner@ccc.govt.nz)

## About this form

This form is used where a consent holder wishes to surrender an existing resource consent under section 138 of the Resource Management Act 1991.

A processing fee must be paid before your request will be considered (refer Resource Management [Fee Schedule](#)). An invoice will be issued when the application has been received.

## 1. Details of the consent to be surrendered

RMA number:

Site address:

Legal description:

I wish to surrender this resource consent: *(please tick one)*

- In whole
- In part only, as per the explanation provided in section 5 of this form.

## 2. Consent holder details

Please note that the **applicant (consent holder)** is responsible for the fees associated with this application, unless specified otherwise in Section 4. Where there is an agent, it is the Council's practice to communicate with both the agent and the applicant.

Full name (including middle name):

**OR**

Registered Company / Trust /

Organisation name:

Contact person / Trustee names:

Landline:  Mobile :

Email:

Postal Address:

## 3. Agent details

Name of Agent:

Name of firm:

Landline:  Mobile :

Email:

Postal Address:

