



New Zealand Historic Places Trust Pouhere Taonga

## National Heritage Preservation Incentive Fund Application Form

Please complete all sections of this application form and send to the nearest New Zealand Historic Places Trust office (see last page of this form), enclosing all supporting documents as specified.

### APPLICANT DETAILS:

Applicant's name:

Select whether individual or representative

*Select from drop list*

Postal Address:

If representative, name of group, agency or organisation

If representative, summary description of legal status, purpose and activities of group, agency or organisation

Phone:

Email:

GST Registered?

*Select from drop list*

If yes, provide GST number

### PROPERTY DETAILS:

Name of the property:

Owner of the property (if different to applicant):

Address (number, street name, suburb, town, locality, region):

Certificate of Title details

(please attach a copy of Certificate of Title):

### REGISTRATION DETAILS OF THE PROPERTY:

Is the property registered in accordance with the Historic Places Act?

*Select from drop list*

If yes, under what part of the Register is it listed?

*Select from drop list*

**BRIEF DESCRIPTION OF HERITAGE VALUES OF THE PROPERTY:**

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The type of site or place (*e.g. building, structure, archaeological site*):

A one or two paragraph summary description of the historical or cultural heritage values of the property

Maori heritage values if applicable

**DESCRIPTION OF CONSERVATION WORK PROPOSED:**

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A one or two paragraph summary description of the conservation work proposed for funding.  
*Append a copy of any plans, reports, technical assessments or work schedules that have been prepared, if applicable.*

Details of any conservation plans and/or specifications if any. *Note summary information including author or specifier, title and date, and append a copy of the document or documents to your application*

**DESCRIPTION OF CONSERVATION WORK PROPOSED (CONTINUED):**

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A description of why the proposed conservation work is being undertaken, and why it is important

Description of how the property will benefit from the proposed conservation work

Description of how the general public will benefit from the proposed conservation work

**CONSULTATION:**

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Description of any consultation that has taken place

*(stating the persons or organisations consulted with and the result of the consultation/nature of the views expressed)*

If the application concerns Maori heritage (wahi tapu, wahi tapu areas, or historic place or historic area of Maori interest), where the application is not made by the appropriate whanau, hapu or iwi, indicate if endorsement by the appropriate whanau, hapu or iwi has been received and attach evidence of that endorsement.

**Name(s) of whanau, hapu or iwi**

**Endorsement received and attached to application**

*Select 'yes' or 'no' from drop list*

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**PROJECT TIMING:**

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Indicate the degree of urgency of the conservation work – how quickly is the conservation work needed, and within what timeframe should work commence?

Description of when the proposed conservation work will start and finish.

Project start date:  Project finish date:

Description of what, if any, proposed conservation work has already commenced or been completed.

**ASSESSMENT OF COSTS OF CONSERVATION WORK PROPOSED:**

Item	Cost

Total cost of project

The sum of assistance sought

The source of other funds for the work being provided by the owner/applicant

N.B. Please append copies of any supporting quotes or invoices to your application.

The Fund will generally support no more than 50% of the total project costs up to a maximum of \$100,000.

**DECLARATION:**

The applicant hereby declares that all information contained in this application is true and correct, and agrees that:

- ▶ The information in the application and information subsequently generated in relation to the application will be made available if required under the Official Information Act 1982.
- ▶ Compliance with all applicable regulatory requirements is the responsibility of the recipient.
- ▶ The property will be made available for inspection of the heritage values and the proposed conservation work. Note: Information and evidence collected will be used only for the purpose of the administration of the National Heritage Preservation Incentive Fund.
- ▶ Further information will be provided by the applicant if this is needed to substantiate or assess the case for funding.
- ▶ No material information has been deliberately omitted or withheld from this application.

Name:

Date:

Signature: .....

## NEW ZEALAND HISTORIC PLACES TRUST OFFICES:

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### **Northland Area Office**

*(for applications from Northland)*

PO Box 836, Kerikeri 0245

Phone: (09) 407 0470

Fax: (09) 407 3454

Email: [infonorthland@historic.org.nz](mailto:infonorthland@historic.org.nz)

### **Northern Regional Office**

*(for applications from Auckland, Hauraki, Thames/Coromandel)*

Private Box 105 291, Auckland 1143

Phone: (09) 307 9920

Fax: (09) 303 4428

Email: [infonorthern@historic.org.nz](mailto:infonorthern@historic.org.nz)

### **Lower Northern Area Office**

*(for applications from Bay of Plenty, Waikato, Gisborne)*

PO Box 13339, Tauranga 3141

Phone: (07) 577 4530

Fax: (07) 578 1141

Email: [InfoLowerNorthern@historic.org.nz](mailto:InfoLowerNorthern@historic.org.nz)

### **Central Regional Office**

*(for applications from lower North Island, Nelson/Tasman, Marlborough)*

PO Box 2629, Wellington 6140

Phone (04) 494 8320

Fax (04) 802 5180

Email: [infocentral@historic.org.nz](mailto:infocentral@historic.org.nz)

### **Southern Regional Office**

*(for applications from Canterbury, West Coast)*

PO Box 4403, Christchurch 8140

Phone: (03) 363 1880

Fax: (03) 374 2433

Email: [infosouthern@historic.org.nz](mailto:infosouthern@historic.org.nz)

### **Otago / Southland Area Office)**

*(for applications from Otago, Southland)*

Level 4, 109 Princes Street

P O Box 5467, Dunedin 9058

Phone: (03) 477 9871

Fax: (03) 477 3893

Email: [infodeepsouth@historic.org.nz](mailto:infodeepsouth@historic.org.nz)

### **Tira Pouhere Taonga**

*(for applications concerning Maori heritage)*

PO Box 2629, Wellington 6140

Phone: (04) 472 4341

Fax: (04) 499 0669

Email: [information@historic.org.nz](mailto:information@historic.org.nz)