

Declaration:**Number of Separately Used or Inhabited Parts of a Rating Unit (SUIP)****Applicant details**

Owners Name _____

Postal Address _____

Contract number _____ Email _____

Property ID _____

	Number of SUIP's
Council records show your property as having multiple SUIP's	

Please complete the following

As per the definition (overleaf) please advise how many SUIP's are being used, or intended to be used on your property	
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An explanation as to how the SUIP's are being used is required

I declare that all the details provided are true and correct.

Signature: _____ Date: _____

Name (please print) _____

Office use only		
GIS map attached ☐	Application: Approved / Declined	Review date _____
Delegated officer's signature _____		Date _____

Definition of Separately Used or Inhabited Part of a Rating Unit

A separately used or inhabited part is defined as:

- Any part of a property (rating unit) that is separately used or occupied or is intended to be separately used or occupied by any person, other than the ratepayer, having a right to use or inhabit that part by virtue of a tenancy, lease, license, or other agreement.
- Any part of a rating unit that is separately used, or occupied, or intended to be separately used or occupied by the ratepayer.

Examples include:

- Each separate shop or business activity on a rating unit.
- Each occupied or intended to be occupied dwelling, flat, or additional rentable unit (attached or not attached) on a rating unit.
- Individually tenanted flats, including retirement units, apartments and town houses (attached or not attached) or multiple dwellings on Māori freehold land on a rating unit.