



Application for a new registration of a campground

Pursuant to the Health Act 1956, Health (Registration of Premises) Regulations 1966, the Camping-Grounds Regulations 1985, and Consolidation General Bylaw 2020

Applicant Details

Name of applicant						
Address of applicant						Postcode
Email						
Contact telephone	Work		Home		Mobile	

Business Details

Business name <i>(Trading Name)</i>						
Manager name(s)						
Business address <i>(where the business is to operate from)</i>						Postcode
Contact telephone	Work		Home		Mobile	

Please answer the following to enable the Building Team to fully assess the premises:

Have any structural or physical changes been made since the last building consent and code compliance certificate (CCC) were issued?		Yes		No
Are any structural or physical changes proposed?		Yes		No
Is there a proposed 'Change of Use' to the premises?		Yes		No

If **"Yes"** has been answered to any of the above questions, please provide details of the changes.

CAMPGROUNDS – Please provide the following

	Site plan showing size and location of individual sites, all buildings and amenity blocks
	Please specify toilet, shower blocks as Male, Female, Unisex, Accessible, and number of each
	Details of rubbish system including contractor for removal
	Details of septic system
	Details of water supply and current water tank test results (if applicable)
Please note: If there is a shop selling food, you may need to apply for a Food Control Plan or National Programme registration	

I _____ wish to apply for a registration to operate a campground.	
Enclosed Fee: Please refer to our current fees and charges for the relevant fee.	
Signed	Date

Note:

New licenses applied for from 01 July to 31 December = 100% of annual fee

New licenses applied for from 01 January to 30 June = 50% of annual fee

Important privacy information

The personal information that you provide in this form will be held and protected by Kaipara District Council in accordance with the privacy policy (available at www.kaipara.govt.nz/Our+Council/Privacy.html) and with the Privacy Act 2020. The privacy policy explains who Kaipara District Council may use and share personal information in relation to any interaction you have with Kaipara District Council, and how you can access and correct that information. It is recommended that you familiarise yourself with this policy.

You can submit your application by:

- Email to: health@kaipara.govt.nz
- Drop off your application at either of our offices in Mangawhai or Dargaville
- Post to Kaipara District Council, Private Bag 1001, **Dargaville 0340**

Office Use Only

Building Team Check	Approved by		Date	
Accessible toilets required	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
	<input type="checkbox"/>	Not Applicable		
Planning Team Check	Approved by		Date	
Registration N°		Customer N°		Valuation N°

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