



Application for **waiver (or refund) of Environment Court fees** for an organisation

PREVIOUS WAIVER

When to use this form

Use this form if the organisation has previously been given a waiver in this proceeding and nothing has happened to affect their eligibility.

Step 1 Give us the court case details

In the Environment Court at (location) _____

Name of proceeding _____

Case number (if known) _____

Step 2 Give us your details

Who are you filling in this form for?

I am authorised to fill in this form for _____
Organisation name

Give us your details

Full name _____

Occupation _____

Phone day _____ other _____

Email _____

Address _____

Court use only

_____ / _____

Refer to proceedings file no. _____

Step 3 Tell us about the fee

The fee is \$ _____

Is the organisation applying for the fee to be waived or refunded?

The organisation is applying to the court to:

Waive this fee **or** Refund the fee paid on _____
Date

What is the fee for? (Select 1)

The fee is for filing the following documents: _____

The fee is another type of fee (not a filing fee). (Name the fee type, such as scheduling fee or hearing fee.)

Tell us about the previous waiver and why you want the current fee waived or refunded?

Date of previous waiver or refund _____

Reason for previous waiver or refund:

- The organisation was previously given a waiver or refund in this proceeding because it would suffer undue financial hardship if the fee was paid (or not refunded). The financial circumstances haven't changed.
- The organisation was previously given a waiver or refund in this proceeding because the case was a matter of genuine public interest. It is still a matter of genuine public interest.

Step 4 Ask for processes to continue while this form is being processed

Fill in this step if you need to file documents or start/continue a proceeding immediately (or within a prescribed time)

Tell us what the organisation wants

The organisation asks that the fee be put on hold until this form is processed. The organisation also asks that:

the proceeding that this application relates to is allowed to start or continue

or

the document(s) that this application relates to is accepted for filing.

Tell us why the proceeding needs to move forward before this form is processed?

It would be unreasonable if the proceeding did not move forward (or the document was not filed), before this form is processed for the following reasons. (If required, attach an affidavit in support.)

Confirm that the organisation understands what will happen if this application is declined

If this application is declined then the organisation understands that it must pay the fee immediately.

If the organisation doesn't pay the fee immediately, the proceeding will stop and the court may recover the fee as a 'debt'. The organisation can't take any further action in the proceeding that this application relates to unless the fee is paid. However, the organisation can apply to have the 'declined' decision reviewed. (See the notes on the back page.)

Step 5 Sign and date this form

I certify that the contents of this application are true.

Signature

Date

Step 6 Do a quick check

Before sending in your application, check that you've filled in **steps 1 to 5**?

If you have any questions, please call your local court.

See justice.govt.nz/services/finding-your-local-court or the blue pages of your phonebook for contact details.

Step 7 **Send in your application**

Send this application to your local court.

See justice.govt.nz/services/finding-your-local-court or the blue pages of your phonebook for contact details.

What happens next?

A registrar will look at your application and we will let you know their decision. It may take several weeks for your application to be processed.

If your application is declined, you can apply to have the decision reviewed

Your 'application for review' needs to be made within 10 working days of receiving the declined decision.

Where can I go for more information?

Check our website at justice.govt.nz/services/court-fees

Call your local court. Details can be found in:

- justice.govt.nz/services/finding-your-local-court
- blue pages of your phonebook.

Note

The court may refer to your information on this form in any future applications for waiver (or refund) of fees for the same proceeding.

The information on this form is collected in line with:

- Resource Management Act 1991
- Resource Management (Forms, Fees, and Procedure) Regulations 2003