

20/1/1/2 Lease – Policy and General

- Correspondence Ashburton District Council, CODC re 'Glasgow Lease' properties – 1996
- Memo to Administration Officers, Corporate Services Manager from General Manager re Crown Land leases; correspondence from the Department of Conservation in relation to its procedures for processing lease 'approval' requests – 1995
- Property management factor headings
- Blank tenancy agreement forms (2 examples)
- Memo to Administration Officers, Alexandra Administration Clerk from the Accountant re a recommendation of a change in the financial procedure of property rentals to a common system for all service centres – 1994
- Memo from Finance Manager endorsing common system for all corporate information – 1994
- Correspondence between CODC and Tenancy Services Bond Processing Centre re copy of signatures of all those who authorise refunds on council's behalf – 1992
- Lease to GW Tinker, Riverside Hostel, of part of Council land – Lots 1 & 2 DP 18785 and Sections 8, Parts 9/10 Block XL Alexandra Township – 1991
- Letter from Gallaway Haggit Sinclair, Barristers/Solicitors/Notaries to the General Manager CODC re Cromwell Sports Club and Vintage Car Club leases – advertising compliance – 1990
- Letter from Gallaway Haggit Sinclair, Barristers/Solicitors/Notaries to the General Manager CODC re Certificate of Title A1/38 - 1990
- Letter from Brent Haggit & Co, Barristers/Solicitors/Notaries, legal opinion re Mark Young : Industrial Lease - 1984
- Correspondence – Assignment of Lease – 50 The Mall, Cromwell - 1990