

FENCING CONTRIBUTIONS PROCESS

Process for fencing contributions approval and payment from Central Otago District Council (CODC) on shared reserve boundaries.

Note:

All application forms must be filled in and approved prior to fence being erected or repaired (unapproved work may not receive payment).

1. Fill out supplied Fencing Notice application form.
2. Supply all details of proposed fence including two quotes from suppliers and a site map.
3. Submit information to CODC.
4. CODC will process the application and send out an approval letter if compliant (or contact the applicant to notify why the application was declined).
5. If approved the Applicant is to organise and carry out fencing works as approved by CODC.
6. When happy with the fencing work the Applicant then pays all invoices and submit proof of receipt of payment to CODC. Please include electronic banking details or an address to send payment.
7. CODC then confirms the measurement of fence and approves payment based on the length/cost.
8. A cheque (or electronic transfer) will be sent to the Applicant's address that was supplied.