



# Application for residential vehicle crossing

Name	Phone
Contact Address	
Email	Date

You have **two options** for a vehicle crossing installation (tick one):

<input type="checkbox"/>	(tick) <b>Option 1</b> - I want <b>Council</b> to arrange to install a vehicle crossing at:
Address	Quoted fee enclosed of \$
<p><b>Firstly - Please telephone 04 560 1032 to arrange for a quotation.</b></p> <ul style="list-style-type: none"><li>• The quotation plus a \$173.00 administration charge.</li><li>• Traffic Management cost is additional and will be advised at the time of quotation.</li><li>• If the location of the crossing is not obvious or if you wish to have it wider than the standard 2.5m then please give this information when you call.</li><li>• The quotation is usually sent by email, please make sure this address is provided.</li></ul> <p><b>Secondly - Having received a written Council quotation, either</b></p> <ul style="list-style-type: none"><li>• Deliver this completed form in person with the quoted payment direct to the Council Cashier at 30 Laings Road, Hutt Central <b>or</b></li><li>• Email the completed form to <a href="mailto:contact@huttcity.govt.nz">contact@huttcity.govt.nz</a> with payment into Council's bank account for the quoted amount. (account details shown on quotation)</li></ul>	

	(tick) Option 2 - I want to arrange <b>my own contractor</b> to install a vehicle crossing at:	
Address		Combined fee and deposit of \$541.00
<ul style="list-style-type: none"> <li>• Deliver this completed form in person with the required payment of \$541.00 (being a \$216.00 inspection fee, plus a \$325.00 refundable deposit) direct to the Council Cashier at 30 Laings Road, Lower Hutt for the Transport Division or Email as stated above.</li> <li>• A confirmation of payment letter along with the 'application for refund' form will be emailed to the applicant noted above.</li> <li>• When the boxing and base preparation has been completed, please phone 04 560 1032 to arrange an inspection <b>prior to you pouring</b> the concrete.</li> <li>• On completion of the crossing please return the 'application for refund' form for a final inspection. The \$325.00 deposit will be refunded if it is completed in accordance with Council's standard.</li> </ul>		

### Privacy Statement

We collect, use, and disclose personal information you provided:

- for the purpose(s) specified at the point of collection
- to communicate with you for council purposes
- to tell you about products and services we believe may be of interest to you, and
- to enable us to maintain our records and carry out statutory functions.

You have the right to ask for a copy of any personal information we hold about you, and to ask for it to be corrected if you think it is wrong. If you'd like to ask for a copy of your information, or have it corrected, please contact us at [contact@huttcity.govt.nz](mailto:contact@huttcity.govt.nz) or come in and see us at 30 Laings Road, Lower Hutt 5010.

For more information see our [privacy statement](#).