

# APPLICATION FOR RESIDENTIAL VEHICLE CROSSING



Name	Telephone
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	<b>Quoted fee enclosed of \$</b>
<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 \$160.00 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 or 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>	
<input type="checkbox"/>	(tick) <b>Option 2</b> - I want to arrange <b>my own</b> contractor to install a vehicle crossing at:
Address	<b>Combined fee and deposit of \$500.00</b>
<ul style="list-style-type: none"> <li>Deliver this completed form in person with the required payment of <b>\$500</b> (being a \$200.00 inspection fee, plus a \$300.00 refundable deposit) direct to the Council Cashier at 30 Laings Road, Lower Hutt for the Transport Division <b>OR</b> 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 \$300.00 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](#).

