

24 July 2026

Sigma Consultants Limited
1281 Hinemoa Street
Rotorua 3010

Tēnā koe,

Re: Lodgement Acknowledgement

Application number:	COA26-010121
Site Location:	
Description:	Construction of new carport

Your application has been received successfully. One of our officers will be assigned to process it as soon as possible. The vetting of the application will be undertaken in 2 working days.

We will contact you if any further information is required. Please be aware that any requests for further information will impact the decision date for your application

We will also provide you with an invoice for fees required to start the application review process after the vetting has been completed.

Please carefully follow “Ways to pay invoice” to ensure the payment is applied to the relevant application.

Please call us on 07 349 5646 if you have any questions, or email us at buildingadmin@rotorualc.nz.

Ngā mihi,

Building Services Team