• Receive your signed engagement. Engage • Checking site zoning. • Check Certificate of title for restrictions. • Complete topographical survey of site. • Engage other consultants to complete investigation works (eg Geotechnical, CCTV, Flood Engineer) Investigation • Prepare Concept Plan. • Prepare application report. Application Preparation •Liase with Council for the Consent approval. Approval • Prepare Engineering Design Plans. •Lodge plans for approval with Council. Engineering & • Liase with contractor regarding works (where required). Construction •Survey new boundaries. • Prepare Land Transfer Plans. •Make s223 application to Council. Surveying •Lodge Land Transfer Plans to LINZ. • Complete works certifications and asbuilt surveys. •Make s224c application to Council. Compliance • Forward the Section 223 and 224(c) Certificates to your Solicitor with instructions to create the new Certificates of Title. Completion

• NEW TITLES ISSUED. SUBDIVISION COMPLETE.