



Wai 2358: National Fresh Water and Geothermal Resources Inquiry

Attending events form

When to use this form

Fill in this form to request that the Ministry for the Environment book and pay for travel and accommodation to attend an event for the Waitangi Tribunal's Wai 2358 inquiry.

You can request travel and accommodation for:

- a claimant in Wai 2358
- a member of a claimant group or their support people. Up to three support people per claimant or claimant witness for the claimant group participating in a Tribunal event can be funded
- interested parties in Wai 2358 (including their witnesses and support people).

Email your completed form, and any queries about claimant funding to claimantfunding@mfe.govt.nz.

Privacy statement

We collect personal information from you, including your name, contact and bank account details. We collect this so we have all the information we need to process your application. We will use this information only for the purpose of processing your claim for reimbursement.

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 to have it corrected, please email claimantfunding@mfe.govt.nz.

Applicant details

Name and title	
Address	
Phone number	
Email address	

Claim details

Are you a:	<input type="checkbox"/> Member of a claimant group <input type="checkbox"/> An interested party <input type="checkbox"/> Lawyer acting on behalf of a claimant
Wai number	
Name of interested party	
Law firm acting on your behalf, or note if you are representing yourself	

Waitangi Tribunal event details

What is the event?	<input type="checkbox"/> Tūāpapa hearing <input type="checkbox"/> Research hui <input type="checkbox"/> Judicial conference <input type="checkbox"/> Hearing <input type="checkbox"/> Other – please provide further information
Date/s of the event	
Event location	

Size of group

Are others travelling with you?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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<p>If yes, complete a copy of this form for each traveller, and list their names here</p>	
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Travel requirements

Traveller contact details	
Name	
Address	
Phone number	
Email address	

Flight	
<input type="checkbox"/> Flight required	
From	
To	
Return or one-way	<input type="checkbox"/> Return <input type="checkbox"/> One-way
Departure date	
Return date	
Preferred departure time	<i>If there is no flight available at your preferred time, we will book the nearest one available</i>
Do you require special assistance?	
Transportation to and from the airport	<input type="checkbox"/> Shuttle – fill out shuttle section. <input type="checkbox"/> Taxi – reimbursement available post-event. See note below. <input type="checkbox"/> Private car – reimbursement for parking and mileage available post-event. <input type="checkbox"/> Public transport – reimbursement available post-event.

Note: We will book Air New Zealand Flexi tickets, which include one piece of carry-on luggage, and two pieces of checked luggage totalling 23 kilograms for each traveller.

Note: The Ministry can provide taxi cards, dependent on travel dates and postage/courier requirements. Taxi cards are also available from Ministry staff present at hearing events

Airport shuttle	
<input type="checkbox"/> Airport shuttle required	
Return or one-way	<input type="checkbox"/> Return <input type="checkbox"/> One-way
Pick-up location	
Second pick-up location (if required)	
Drop-off location at destination	
Flight number (only if the flight booking is made by the travellers themselves)	
Other special requirements	<p><i>The default pick-up time is two hours before your flight departure time. The drop-off time is within an hour of your flight arrival time.</i></p>

Intercity bus	
<input type="checkbox"/> Intercity bus required	
From	
To	
Return or one-way	<input type="checkbox"/> Return <input type="checkbox"/> One-way
Departure date	
Other special requirements	<p><i>Limited bus trips run each day; if there is no bus available on the date given, we will contact you to pick a new date or another mode of transport.</i></p>

Ferry	
<input type="checkbox"/> Ferry required	
From	
To	
Return or one-way	<input type="checkbox"/> Return <input type="checkbox"/> One-way
Departure date	
Other special requirements	<i>Limited ferry trips run each day; if there is no ferry available on the date given, we will contact you to pick a new date or another mode of transport.</i>

Intercity train	
<input type="checkbox"/> Intercity train required	
From	
To	
Return or one-way	<input type="checkbox"/> Return <input type="checkbox"/> One-way
Departure date	
Other special requirements	<i>Limited train trips run each day; if there is no train available on the date given, we will contact you to pick a new date or another mode of transport.</i>

Children or infant(s)	
Are you traveling with any children (2–12 years old) or infants (under 2 years old)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
How many children/infants?	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3

Infants under two years of age travel on an adult’s lap on all flights. The Ministry for the Environment can advise on travelling with children.

Please complete the booking details below for each accompanying child or infant.

Traveller contact details – child/infant 1

Name	
Phone number	
Date of birth	

Traveller contact details – child/infant 2

Name	
Phone number	
Date of birth	

Traveller contact details – child/infant 3

Name	
Phone number	
Date of birth	

Accommodation requirements

<input type="checkbox"/> Accommodation required	
Check-in date	
Check-out date	
Special requirements (eg, ground floor room)	
Name	
Phone number	
Email address	

Note: The Ministry is not able to book private rental accommodation, such as Air BnB properties.

Meals

The daily allowance for meals is \$83.95 including GST (\$73 excl. GST).

Many meals can be charged back to rooms booked by the Ministry for the Environment (MfE). Charge back excludes alcohol and minibar purchases. If charge back is not available, keep your receipts for meals for reimbursement. Lunch is often provided at Waitangi Tribunal events.

- Breakfast
 - Hotel buffet (charge back to MfE)
 - External (provide receipt for reimbursement)
- Lunch
 - External (provide receipt for reimbursement)
- Dinner
 - Hotel restaurant (charge back to MfE)
 - External (provide receipt for reimbursement)

