



TŪWHARETOA
MĀORI TRUST BOARD

Licence and Permission Fees

Protocols

Learn about the fees that you might be charged during your commercial licence and usage approvals:

- ✎ Your fees depend on the type of licence or permission you require.
- ✎ In addition to ongoing licence fees, you will pay a processing fee for your application. This fee can vary depending on the complexity of your application.

Fees for Commercial Licences

The fee is set at 7% of estimated gross annual revenue for each financial year (excluding GST).

If your Company or Business operates several activities, you will be required to separate your income earned on Taupō Waters (Taupō Waters includes Lake Taupō and tributaries and the Waikato awa). Your accountant can assist with this.

Each year you will be asked to forecast your revenue for the coming financial year.

Fees will be charged quarterly throughout the year.

QUARTER	INVOICE DATE	DUE DATE
January - March	1 April	20 April
April - June	1 July	20 July
July - September	1 October	20 October
October - December	1 January	20 January

Estimated Statement of Gross Income

Each year you will be required to provide an Estimated Gross Revenue for the following financial year, to be submitted one month prior to the end of the current financial year.

For example: If your balance date is 31 March, you will be required to provide your Statement of Estimated Gross Revenue 1 March.

Reforecasting your declared estimated gross revenue

- ✎ If your calculated forecast revenue changes significantly and is 30% lower than the originally reported gross income, the operator is eligible for a reforecast.
- ✎ A reforecast can only be made after 6 months from your nominated balance date.

End of year wash up calculation

A financial 'wash up' will be made at the end of the financial year when you have finalised your financial statements. The wash up will need to be signed off and verified by a Chartered Accountant. This is due 3 months after your nominated balance date.

Please note as per the Licence agreement, the Trust Board has the right to request fully audited accounts to verify the revenue declared in the wash up calculation.

Principle VS Non-principle Operator

If a Commercial Operator (Principle) is sub-contracting another Commercial Operator for services or equipment, then only the Principle Commercial Operator needs to declare the income earned.

Fees for Educational and Learning providers

We take a case-by-case approach to setting annual activity fees for these providers where a fee is charged.

Standard per-person fees

The standard per-person fees are set out in the table below.

LENGTH OF GUIDING ACTIVITY	2025 (Excluding GST)
1 hour but no more than 4 hours	\$7.50
More than 4 hours but no more than a calendar day	\$15.00

An activity return form will be issued quarterly.

QUARTER	ACTIVITY RETURN DATE	INVOICE DUE DATE
April - June	10 July	20 July
July - September	10 October	20 October
October - December	10 January	20 January
January - March	10 April	20 April

Fees for Events

The licence fee is set at 7% of the entry fee charged to the participant and any sponsorship or other contributions received in cash to the event (excluding GST). Non-cash prizes such as vouchers or physical items will be excluded.

Upon application, the impact of your event will be assessed. Impacts can include, but are not limited to, Environmental, Social, Cultural, Logistical, Legal and Regulatory.

If your calculated licence fee does not reflect the overall impact of your event on Taupō Waters, an impact fee will be charged.

The impact will be determined by the Permissions Team.

Impact fees are set out in the table below.

IMPACT	2025 (Excluding GST)
Medium	\$1,250
High	\$2,500

If the event is sponsored and free to attend, charges will only be applied based on impact (if deemed necessary).

At the conclusion of the event, you will be required to provide details of entry fees, participant numbers & sponsorship so that the licensing fee can be calculated. You will then be invoiced accordingly. We will also request verification of these figures e.g. Print out from ticketing or booking system/profit & loss statement.

Application processing fees will also apply (refer to processing fees – please see page 6).

If your event does not require an entry fee and is Community-based you will have the opportunity to apply for a waiver, please discuss this with our processing team.

Monitoring

Events will be subject to monitoring. At the low-impact end, this may be a single visit to ensure compliance with conditions, and a check that numbers on site match the application.

At the larger scale end, this could be by way of a full, independently delivered, monitoring programme.

Where Tūwharetoa Māori Trust Board staff undertake monitoring and identify breaches of the licence agreement, the costs for this will be recovered from the applicant.

Fees for filming, photography, and drone – (one-off activity)

TYPE	STANDARD DAILY FEE (Excluding GST)	PER PERSON PER DAY FEE (Excluding GST)
Commercials Promotional	\$500	\$25
Feature film	\$500	\$25
Television drama	\$500	\$25
Still photography (commercial)	\$500	\$25
Documentaries	\$300	\$25
Sports events (commercial)	\$300	\$25
Drone (commercial)	\$230	
Recreational Promotion	\$100	Nil
Filming schools and students	\$100	Nil
Social media (e.g., YouTube, Facebook)	\$100	Nil
Drone Recreational	\$50	Nil
Television news/current affairs	Nil	Nil

To take account of how crews operate, the total daily charge can be halved for film and social media crews who spend 5 hours or less filming on any one day.

Total fee is calculated by multiplying the per person charge by the number of persons in the film crew (including actors and talent) and then adding the standard daily fee.

To take account of how crews operate, the total daily charge can be halved for film crews who spend 5 hours or less filming on any one day.

Fees for filming, photography, and drone – (Longer-Term activity)

Identify the area of land and lake you wish to use. We will invoice you once we have processed your application. The processing fee for a standard application for a longer-term activity is likely to be \$2,065 plus GST. If your application is assessed as complex, or includes more than 20 individual locations, this fee is likely to be higher. We will send you an estimate of costs once we have received your application. Your application should be processed within 55 working days of receipt for simple applications. It can be up to 120 working days if hapū consultation is required.

Monitoring

Filming & Photography will be subject to monitoring. At the low-impact end, this may be a single visit to ensure compliance with conditions, and a check that numbers on site match the application.

At the larger scale end, this could be by way of a full, independently delivered, monitoring programme.

Large film crews will be expected to directly fund the monitoring costs with the independent monitoring contractor. A level of flexibility will be maintained to ensure that the monitoring requirement is not unnecessarily detrimental to the timelines that the film crew is working to.

Where Tūwharetoa Māori Trust Board staff undertake monitoring and identify breaches of the licence agreement, the costs for this will be recovered from the applicant.

Cultural Assessment

If Tūwharetoa consultation is required, then the cost will be recovered from the Commercial Operator.

Conditions imposed may include an iwi representative being on site for filming in sensitive sites to ensure the correct protocols are followed. This would require a separate contract for services, to be negotiated and agreed separately. These costs will be recovered accordingly.

Access for news media

News media do not need to apply for a permit to access Taupō Waters, provided their activity is low impact (e.g., one camera/recording device and one reporter) and they are accessing areas that the general public are allowed to go.

Drone use on Taupō Waters

To use a drone on Taupō Waters for any reason, you need permission from Taupō Waters.

For Commercial drone use or Recreational drone please contact our Permissions Team.

If your drone use is Commercial, you will be required to apply through the filming and photography process and the associated fees will apply.

Commercial Drone – Filming

tuwharetoa.co.nz/app/uploads/TWT-Filming-PhotographyApplication-2019.pdf

For recreational use you must follow the guidelines:

taupodc.govt.nz/rules-regulations-and-licenses/drones

Processing Fees Taupō Waters Trust (TWT)

Fees for processing Commercial Licences, Events, Filming & Photography

APPLICATION FEE	FEE
Processing Fee – Commercial Operators	\$550 + GST
Standard Processing Fee – Events, Filming & Photography	\$275 + GST
Complex Processing Fee – Events, Filming & Photography A complex processing fee will be applied if the application involves an assessment of overall impact and biosecurity requirements	\$550 + GST
Urgent Processing Fee If the event, filming & photography application approval is outside the 20-working day timeframe. An additional urgent processing fee of \$250 will apply.	\$250 + GST
Waiver Processing Fee – Events, Filming & Photography ONLY	One-off events 50% of the standard processing fee - \$137.50 + GST Multi-year events Standard processing fee to be charged, access may be granted for a longer term (reapplication will not be required until the term expires)

PLEASE NOTE:

➤ The application fee covers the administrative costs associated with processing your application. This fee typically includes, but is not limited to, the following services:

- Evaluation of the purpose, nature and impact of the application
- Review of submitted application for completeness and accuracy
- Conducting necessary background checks
- Database management
- Communications with applicants
- Biosecurity assessment and considerations

➤ If the application is highly complex and requires significant input of the CEO, Natural Resources Manager or Legal team then this time will be on-charged.

➤ If your application is declined or cancelled, you will still be required to pay the processing fee.

FEE TYPE

FEE

Annual Management Fee (Commercial Operators Only)

The annual management fee contributes to the administrative costs associated with the ongoing management of your licence. This fee typically includes, but is not limited to, the following services:

- Re-evaluation of the purpose, nature, impact, and accuracy of the application
- Review of annual financial information and certification, including Public Liability Insurance and Maritime certification
- Re-evaluations and CPI adjustments
- Database management
- Ongoing communication and support

Gross Revenue Over \$20,000	\$500 + GST
Gross Revenue \$20,000 or less	\$250 + GST

This tiered fee structure ensures that administrative costs are equitably distributed based on the scale of commercial activity.

Monitoring Fee

If TWT is required to monitor the effects of your activity, we will charge you a monitoring fee to recover our costs. The fee will depend on what your activity is and how much work is required by our Permissions Team.

\$150 + GST
per hour

Note: If we find that you are not adhering to your licence terms & conditions, your licence could be terminated immediately.

Iwi Consultation Fee

There may be times where you will require iwi consultation to support your application. If you are unable to do this consultation yourself, a fee will be charged for our Permissions team to undertake this on your behalf.

\$150 + GST
per hour

Amendment Fee (Commercial Operators Only)

An amendment fee will apply in situations where any business details or the nature of business activity has changed and is required to be updated in our databases.

\$150 + GST
per hour

Payment Terms

The Licence Fee (including any GST) shall be paid in full by the due date specified on the invoice issued by the Trust Board. If, under any circumstances, you are unable to make payment by the due date, please contact accounts@tuwharetoa.co.nz.

Failure to pay your licence fee could result in the termination of your Licence Agreement. The Finance team manages the collection process, including sending debtor statements and arranging late payment instalment agreements.



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07 386 8832  PO Box 87, Tūrangi 3353

permissions@tuwharetoa.co.nz  www.tuwharetoa.co.nz

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