



Pātaka Whenua Guidance

Download List of Current Owners Report

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Te Kōwhiri Whenua Māori



Māori Land Court

Download List of Current Owners Report

Te Kooti Whenua Māori – Māori Land Court

Below is a step-by-step guide on how to download a List of Current Owners Report on Pātaka Whenua as a **registered** user.

If you are not a registered user, please visit our website for the “Become a registered user in Pātaka Whenua” user guide [here](#).

Step 1

1.1 After logging into Pātaka Whenua as a registered user, on the left side click “Search” then “Block” – this will take you to the Block Search

Search block

Block Name

Block ID

District

Land status type

State

LINZ title reference

Go to the [Find land & ownerships](#) page on the Māori Land Court website

1.2 In the “Block Name” field, start typing the name of the block. Select from the displayed list the block you want

OR

1.3 In the “Block ID” field, start typing the block ID

1.4 Then, click on the “Search” button. The block appears under the “Search results”

Block Name

Block ID

District

Land status type

State

LINZ title reference

Go to the [Find land & ownerships](#) page on the Māori Land Court website

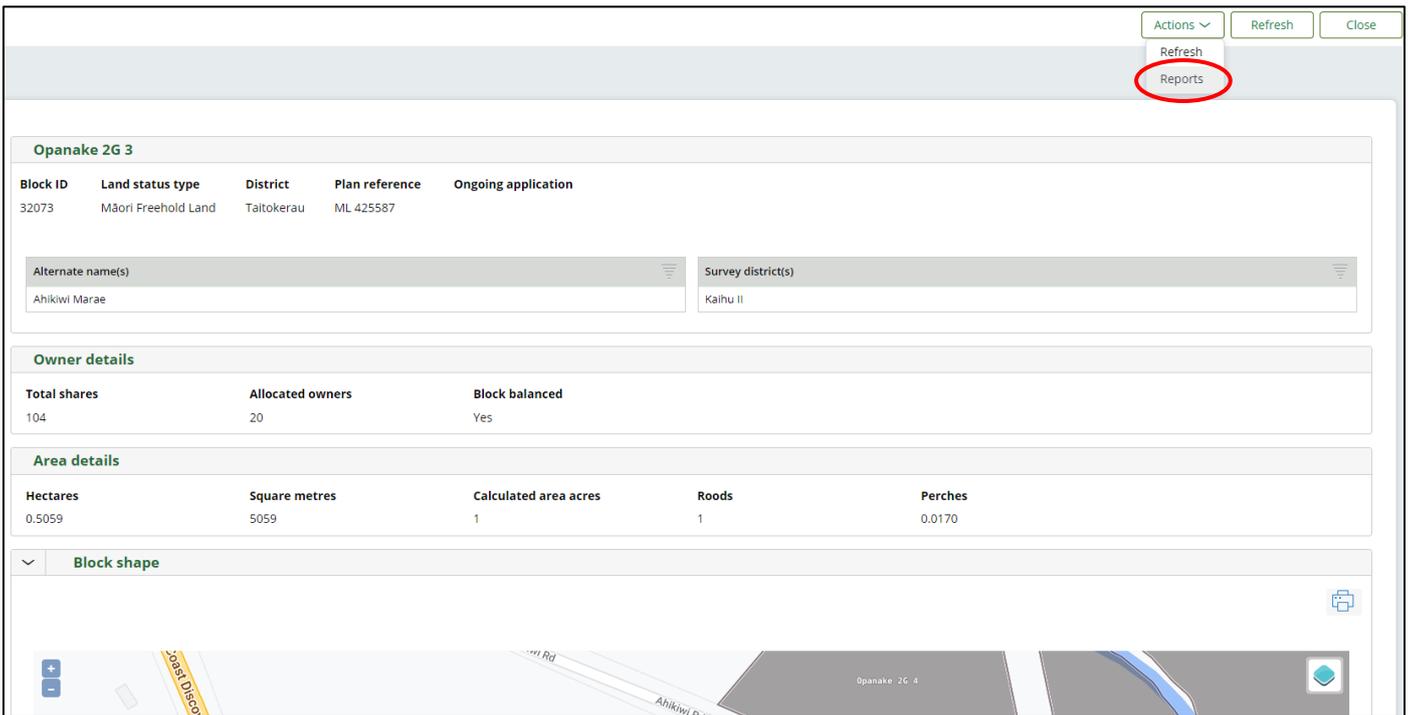
Search results

Block ID	Block Name	Alternate Name	District	Land status type	State
32023	Opanake 2G 3	Ahikiwi Marae	Taikōkerau	Māori Freehold Land	Current

1.5 Click the “Block ID” number to display the block page

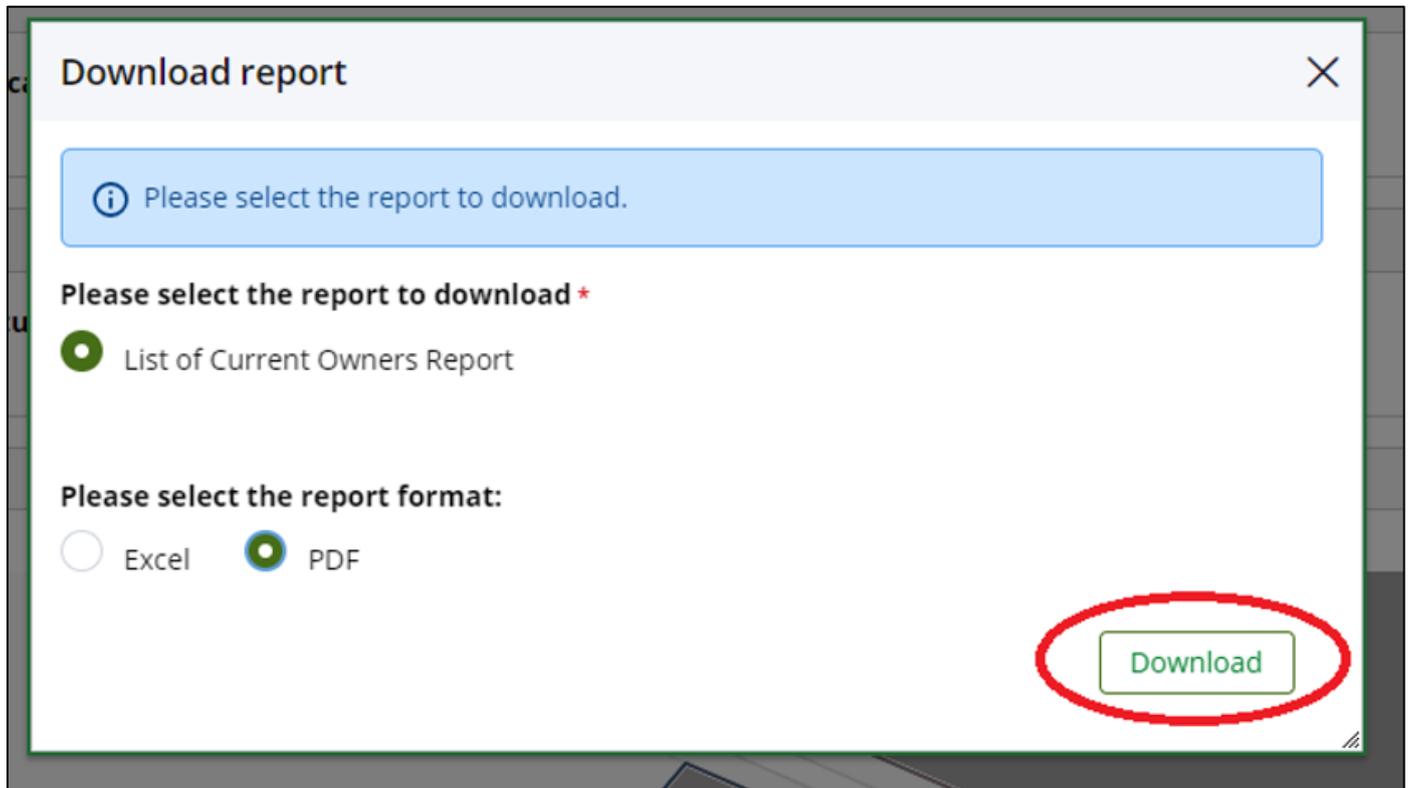
Step 2

2.1 On the block page, look to the top right and under “Actions”, select “Reports”



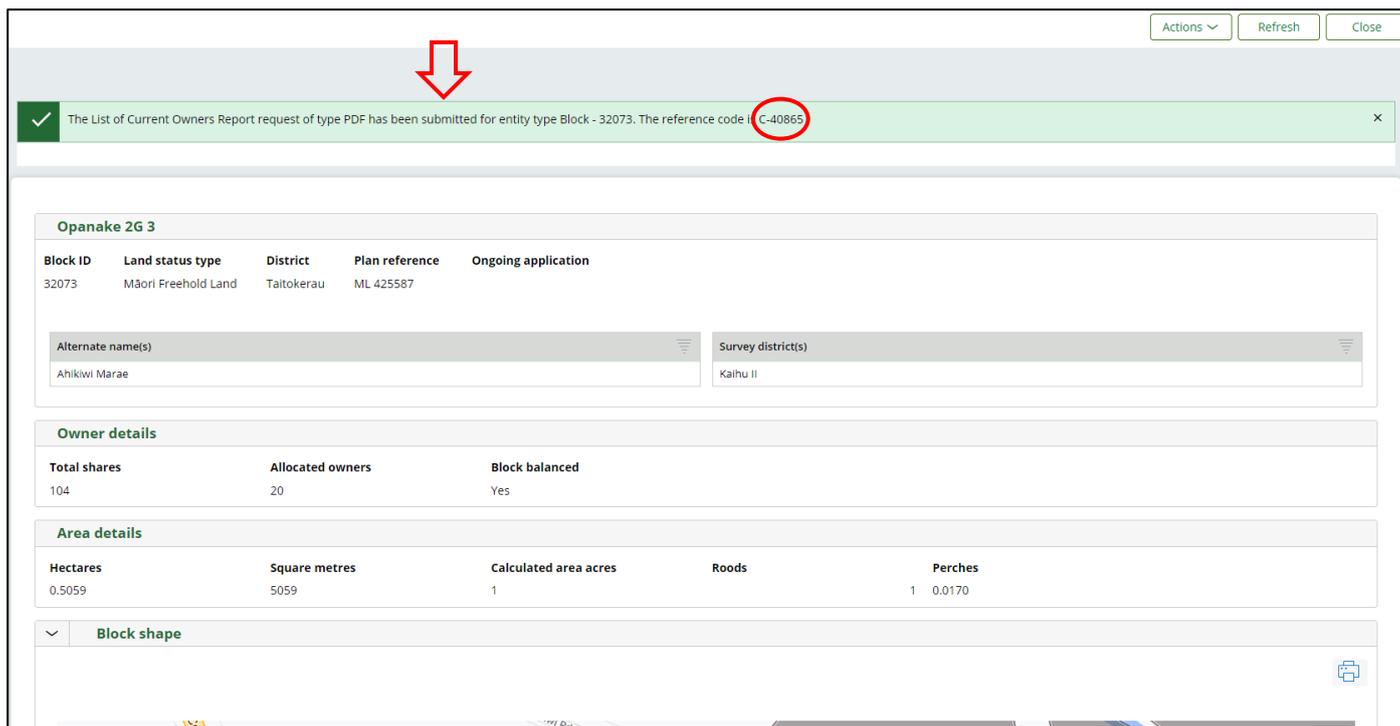
The screenshot shows the 'Opanake 2G 3' block page. In the top right corner, there is a menu with 'Actions', 'Refresh', and 'Close'. The 'Reports' option is circled in red. Below the menu, the page displays details for the block, including a table with columns for Block ID, Land status type, District, Plan reference, and Ongoing application. It also shows alternate names and survey districts, owner details, and area details. At the bottom, there is a map section titled 'Block shape'.

2.2 You will get this pop-up screen. Select “List of Current Owners Report”, your preferred format, and then click “Download”



The screenshot shows a 'Download report' pop-up window. It contains a message: 'Please select the report to download.' Below this, there is a section titled 'Please select the report to download *' with a radio button selected for 'List of Current Owners Report'. Underneath, there is a section titled 'Please select the report format:' with radio buttons for 'Excel' and 'PDF', where 'PDF' is selected. A 'Download' button is circled in red in the bottom right corner.

2.3 Once you have clicked “Download”, it will say at the top in green that you have requested the List of Current Owners Report. Make sure that you take note of the “reference code”



The screenshot shows a web application interface. At the top right, there are buttons for 'Actions', 'Refresh', and 'Close'. A green notification bar at the top states: 'The List of Current Owners Report request of type PDF has been submitted for entity type Block - 32073. The reference code is C-40865'. A red arrow points to this message, and the reference code 'C-40865' is circled in red. Below the notification, the details for 'Opanake 2G 3' are displayed. This includes a table with columns for Block ID, Land status type, District, Plan reference, and Ongoing application. Below this are sections for 'Alternate name(s)', 'Survey district(s)', 'Owner details', 'Area details', and 'Block shape'.

Block ID	Land status type	District	Plan reference	Ongoing application
32073	Māori Freehold Land	Taitokerau	ML 425587	

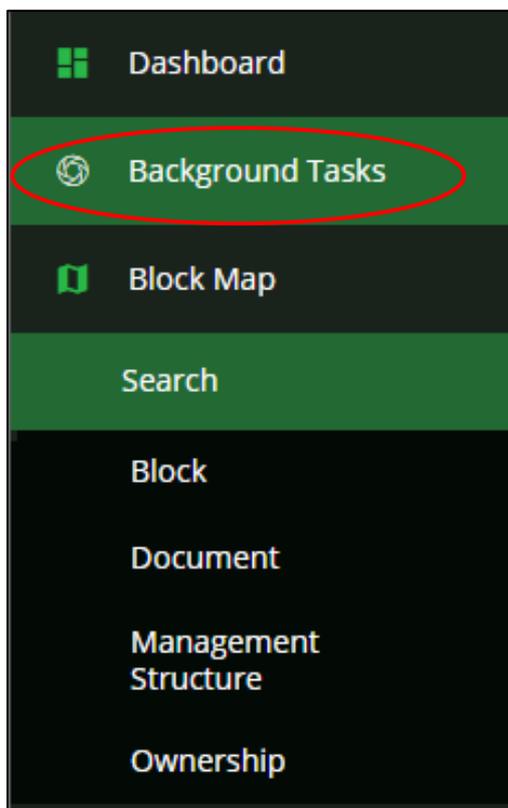
Alternate name(s)	Survey district(s)
Ahikwi Marae	Kalhu II

Total shares	Allocated owners	Block balanced
104	20	Yes

Hectares	Square metres	Calculated area acres	Roods	Perches
0.5059	5059	1		1 0.0170

Step 3

3.1 Now on the left side of your screen, click “Background Tasks”



The screenshot shows a vertical sidebar menu with several options. The 'Background Tasks' option is highlighted with a red oval. The other options are Dashboard, Block Map, Search, Block, Document, Management Structure, and Ownership.

- Dashboard
- Background Tasks
- Block Map
- Search
- Block
- Document
- Management Structure
- Ownership

3.2 In “Background Tasks”, you will see your List of Current Owners Report *request* here. The “reference code” that you took note of earlier will appear here under “Task ID”. **Note:** if you have requested more than one report, they will all be displayed here

3.3 Take note of the “Status” column. It could say either “Initiated”, “PROCESSING”, or “Completed” – keep pressing the “Refresh” button until the “Status” says “Completed”

Background Tasks

Task ID	Task type	Details	User name	Initiated	Completed	Status
C-40865	Report	List of Current Owners Report	[REDACTED]	02/10/2023 02:42 PM		Initiated

Task ID	Task type	Details	User name	Initiated	Completed	Status
C-40865	Report	List of Current Owners Report	[REDACTED]	02/10/2023 02:42 PM		PROCESSING

Task ID	Task type	Details	User name	Initiated	Completed	Status
C-40865	Report	List of Current Owners Report	[REDACTED]	02/10/2023 02:42 PM	02/10/2023 02:43 PM	Completed

3.4 Now click onto the “Task ID” number

Step 4

4.1 Now you’re taken to the download screen, and all that’s left to do is to download the List of Current Owners Report, see the following picture

Block_32073.PDF (C-40865) RESOLVED-COMPLETED

Refresh Close

Information Audit

Search Report Name List of Current Owners Report	Report file type PDF
Entity Type Block	Entity ID 32073

Recent content (1)

- Block_32073.pdf
2/10/2023 2:43:09 PM

4.2 The report will be downloaded to your computer or device. Normally, this will be your file “Downloads” folder. Locate and open report