

Pātaka Whenua Step-By-Step Guides

Search for a block

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This guide covers two ways to search for a block in the Pātaka Whenua online portal:

- using the Search menu to find a block (page 2),
- locating it visually with the Block Map (page 4).

After the search topics, there is guidance to help you understand and print block information and Memorial schedules.

Accessing Pātaka Whenua



Step 1

In your web browser, visit the Māori Land Court website www.māorilandcourt.govt.nz and click the green tab in the top right area labelled "Pātaka Whenua – our online portal".

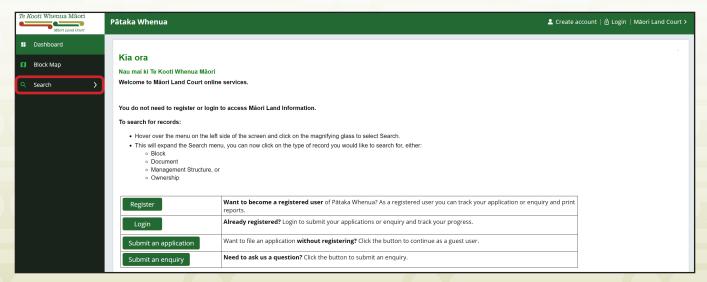


Find a block using the Search menu



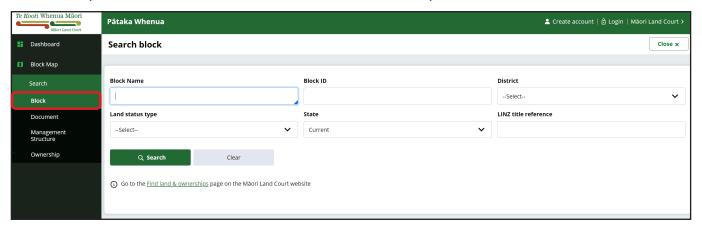
Step 1

In the Pātaka Whenua portal, use the menu on the left side of the screen to click "Search".



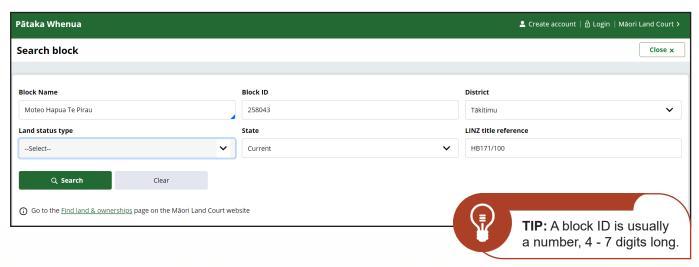
Step 2

This will expand a Search menu, select "Block" from the options shown.

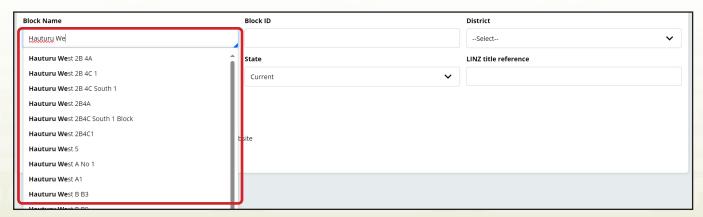


Step 3

Enter the block name or ID into the appropriate box. You can also add in any of the other search criteria information that you know using the provided boxes and drop-down menus.



When you start typing in the **Block Name** box, the system will automatically look for names matching the letters entered. If you see the block name you require appear in the list, you can select it to finish entering it in the Block Name box.



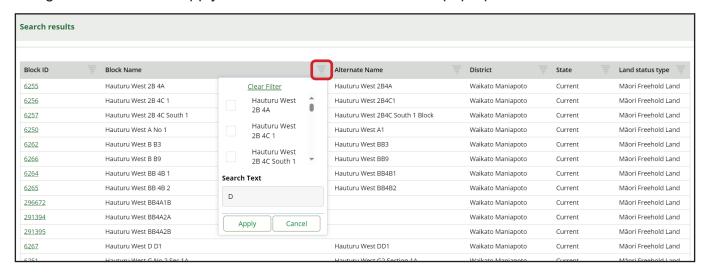
Step 4

Once you have entered your search criteria, click "Search".



Step 5

Scroll down the page to view the **Search results**. To refine the results further, you can use the triangle filter buttons to apply additional criteria with the filter pop-up boxes.



Step 6

When you have located the correct block and it is displayed in the **Search results** area, click on the **Block ID** number to go to the block information page.

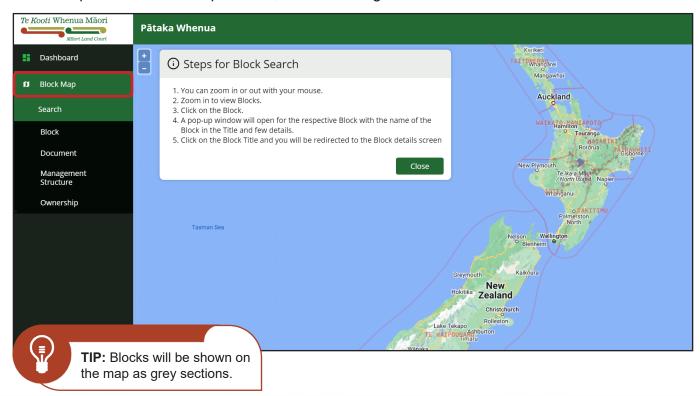


Find a block using the Block Map

Step 1

Using the menu on the left side of your screen, click "Block Map".

This will open an interactive map that you can use to visually locate blocks. To zoom in and out of the map, scroll up or down on your mouse wheel or use the + and - symbols in the top left corner of the map. To move the map around, click and drag.



Step 2

Once you have located the block you need, click on it to pop up an information bubble. Within this, you can click on the **name of the block** in green text to go to the block information page.





Viewing block information

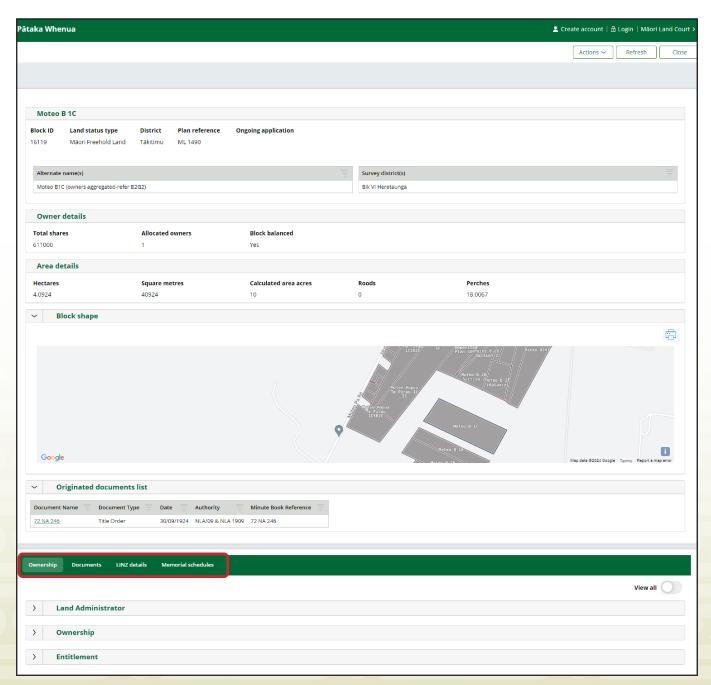


After locating the block, whether by the Search menu or the Block Map, once you open the block information page you will find several different sections including:

- · block name and ID details,
- · owner details overview,
- area details
- · map of the block shape,
- · and an originated documents list.

Below this, there are four tabs you can click between for further information:

- · Ownership,
- · Documents,
- LINZ details,
- and Memorial schedules.

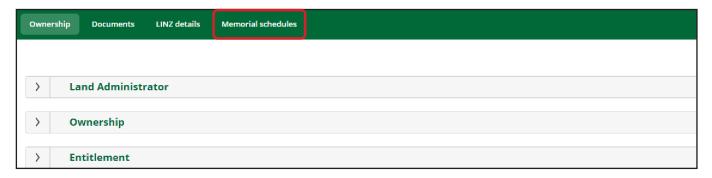


Exporting Memorial schedules



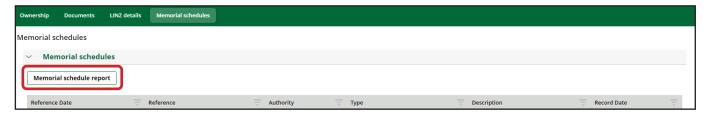
Step 1

On the block information page, scroll down to the four tabs at the bottom of the page and click on the "Memorial schedules" tab.



Step 2

Next, click on the "Memorial schedule report" button.



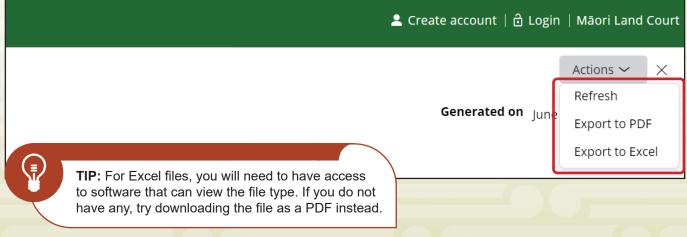
Step 3

This will open a Memorial schedule report page, click on the "Actions" button in the top right corner of the screen.



Step 4

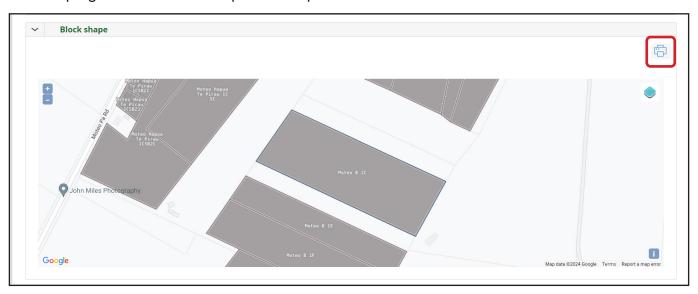
In the drop-down menu, you can choose either "Export to PDF" or "Export to Excel" to suit your requirements. The file will automatically begin downloading and it will be saved to the default download folder for your computer/device.



Printing a block map

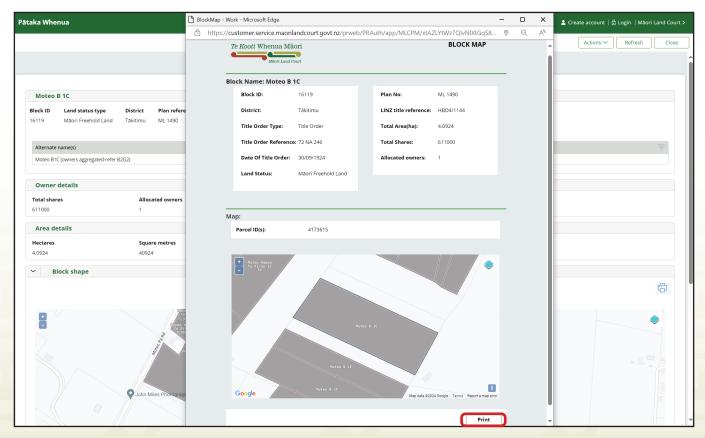
Step 1

After navigating to the required block information page, scroll down until you see the block map. In the top right corner of the map click the printer icon.



Step 2

A pop-up window will open, displaying a printable version of the block map and basic information. Underneath the block map, click the "*Print*" button.



This will open the print menu window for your computer/device, where you can select your regular options for printing or saving as a PDF.

