



## Part B – Form LA01

# Conversion of a Lease Application

## *Land Act 1994*

### Requirements

1. This application is for Conversion of a Lease.
2. Please read the respective [conversion/purchasing a lease guide](#), which includes application restrictions.
3. Payment of the prescribed Application fee is per title reference. A refund of application fees will not be given. Details of fees are available on the [Department of Resources website](#) or contact your nearest [business centre](#) or call 13 QGOV 13 74 68.
4. Part A online form: [Contact and land details](#) or Part A – [Contact and land details \(PDF\)](#) must be completed and submitted with your application.
5. Any additional information to support the application.
6. For your application to be processed, all parts of this application form must be completed and accurately, otherwise your application may be returned to you to complete or refused.
7. You don't need to apply if you have already received an offer from this department for conversion of your lease (and the offer has not been finalised). Contact the department to discuss.

### Important information

8. You are **strongly encouraged** to arrange a pre-lodgement meeting with us before you apply to ensure you have the information you need to apply correctly. You can do this by contacting your nearest business centre.
9. If your application for conversion to freehold is successful, in most instances the purchase price payable will be determined in accordance with the [Land Regulation 2020](https://www.legislation.qld.gov.au/) <<https://www.legislation.qld.gov.au/>> and can include other fees and charges e.g. GST, Stamp Duty.
10. Unless a price or formula has already been stated in the conditions of the lease to be converted, the purchase price is calculated as at the day the completed conversion application is received by the Department of Resources.
11. If your application for conversion to freehold is successful, you may be required to pay the market value of any commercial timber on your lease.
12. If your application for conversion to freehold is successful, you may also be required to provide a plan of survey at your expense.
13. You must continue to pay the rent until you have complied with the conditions of a new tenure if one is offered.
14. **Note:** All outstanding rental must be paid before submitting an application for conversion of a lease.
15. An application for conversion cannot be considered while the lease is subject to a condition precluding conversion. To check your lease conditions you can purchase a title search by calling **(07) 3497 3479**, or visiting the [Titles Queensland website](#) <https://www.titlesqld.com.au/>.
16. Information on this form, and any attachments, is being collected to process and assess your application under section 166 of the [Land Act 1994](#). If required, we may need to consult with third parties such as relevant local or state agencies and adjoining property owners. Details provided to third parties will generally be limited to type of application, area applied for and intended use. Your personal information will not otherwise be disclosed unless authorised or required by law.

17. Please note that we may wish to contact you to seek your views on our service, to advise you of any legislative changes that might affect you or to seek your participation in surveys or programs relevant to your application type. Any participation will be voluntary, and you may email [stateland@resources.qld.gov.au](mailto:stateland@resources.qld.gov.au) if you do not wish for the department to contact you.
18. The department may also compile or analyse statistics and conduct research. Any publication of findings will not involve the publication of identifying personal information.
19. For further privacy information click [Privacy](#) or go to <[www.resources.qld.gov.au/home/legal/privacy](http://www.resources.qld.gov.au/home/legal/privacy)>.

<b>Office Use Only</b>	<b>Application for Conversion of a lease</b>	 9 311662 185303
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1. The application is for Conversion of:

<input type="checkbox"/> Perpetual Lease to Freehold	<b>go to 2</b>
<input type="checkbox"/> Non-Competitive Lease to Freehold	<b>go to 2</b>
<input type="checkbox"/> Grazing Homestead Perpetual Lease to Freehold	<b>go to 2</b>
<input type="checkbox"/> Term Lease to Freehold	<b>go to 2</b>
<input type="checkbox"/> Term Lease to Perpetual Lease (only lease for pastoral purposes or lease for tourism purposes for land on a regulated island)	<b>go to 2</b>
<input type="checkbox"/> Special Lease to Freehold	<b>go to 2</b>

**2. Have you made a previous application for conversion of this lease which was refused OR received an earlier offer to convert the lease to freehold land or perpetual lease which you rejected?**

<input type="checkbox"/> Yes	<b>go to 3</b>
<input type="checkbox"/> No	<b>go to 5</b>

**3. Has there been any relevant change in circumstances from the previous application or the rejection of the offer, which may lead to this application being accepted for further consideration?**

<input type="checkbox"/> Yes	<b>go to 4</b>
<input type="checkbox"/> No	<b>Application cannot be submitted</b>

If No, under section 166(2) of the [Land Act 1994](#) the application maybe rejected without further consideration.

**4. Provide details of the relevant change in circumstances. **go to 5****  
(If there is insufficient space, please lodge as an attachment)


**5. Lease expiry date **go to 6****

Details of your lease expiry date can be found on a [current title search](#) of the land. To check this you can purchase a title search by calling **(07) 3497 3479**, or visiting the [Titles Queensland website](https://www.titlesqld.com.au/) (and select 'Searches').

**6. Provide details of the current use of land e.g. grazing. **go to 7****  
(If there is insufficient space, please lodge as an attachment)


**7. List below ALL existing improvements on the current leased land e.g. fencing, dams, buildings etc. go to 8**  
 (If there is insufficient space, please lodge as an attachment)


A property sketch and or aerial photo overlay of the improvements should also be attached to the application. It is recommended that any attached plans, sketches or maps be of A4 or A3-size.

**8. Is the lease within an industrial estate managed by Economic Development Queensland (EDQ), Department of State Development, Infrastructure, Local Government and Planning?**

Yes **go to 9**  
 No **go to 9**

If Yes, provide the views of the Economic Development Queensland (EDQ), Department of State Development, Infrastructure, Local Government and Planning refer to the [Development Projects website](https://www.statedevelopment.qld.gov.au/economic-development-qld/priority-development-areas-and-projects/development-projects) at <https://www.statedevelopment.qld.gov.au/economic-development-qld/priority-development-areas-and-projects/development-projects>. For additional information on Industrial Estates refer to [EDQ Industrial Development website](http://industrial.edq.com.au/) at <http://industrial.edq.com.au/>.

**9. Is there a condition of your lease that requires you to:**

- comply with any requirements of another government department or statutory authority; or
- develop the land in a certain way; or
- construct improvements to a certain value, size or type.

Yes **go to 10**  
 No **go to 10**

(Details of your lease conditions can be found on a current title search of the land)

**10. Provide details of the compliance of the conditions in Question 9**  
(If there is insufficient space, please lodge as an attachment)

**go to 11**


**11. Have you entered into any unregistered agreements with any other parties that provide for certain use or management of the land?**

Yes

**go to 12**

No

**go to 13**

(For example, tourism based agreements/nature conservation agreement/transfer/sublease/easement)

**12. Provide details and copies of any documentation relating to these agreements.**  
(If there is insufficient space, please lodge as an attachment)

**Go to 13**


**13. Provide details of any additional information to support the application. (optional)**  
(If there is insufficient space, please lodge as an attachment)

**go to 14**


## Attachments

The following will need to be lodged with your application for it to be processed. If all this information is not submitted, your application will be returned or refused.

14. Tick the box to confirm the attachments form part of the application:

- Application Fee.
- Part A online form – Contact and Land details, or Part A – Contact and land details PDF.
- Property sketch or aerial photo overlay.
- Views of the Economic Development Queensland, Department of State Development, Infrastructure, Local Government and Planning, if applicable.
- Evidence of pre-lodgement discussions with the department, if applicable.
- Copies of documentation relating to unregistered agreements, if applicable.

## Declaration

I certify that I have fully complied with the conditions of the lease.

I certify that I have read the information, which forms part of this application and the information I have provided is true and accurate.

Signature of applicant (or their legal practitioner)

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Date:            /            /

If applicant, section 142 of the [Land Act 1994](#) states a person is eligible to apply for, buy or hold land under the *Land Act 1994* if the person is an adult, that is, 18 years of age or over. If the legal practitioner of the applicant is signing as the applicant then the legal practitioner's full