



Part B – Form LA13

Application for a lease to be used for additional or fewer purposes and/or change conditions of a Lease, Licence or Permit to Occupy

Requirements



1. This application is for a lease to be used for additional or fewer purposes and/or change conditions of a Lease, Licence or Permit.
2. Please read the respective [purpose or conditions of lease guide](#), which includes application restrictions.
3. Payment of the prescribed [Application fee](#) (per title reference), if relevant. A refund of application fees will not be given. (Details of fees are available on the [Department of Resources website](#) at <<https://www.resources.qld.gov.au>> or from a regional [department's business office](#) or call 13 QGOV 13 74 68).
4. **Part A - Form LA00:** [Contact and land details](#) will need to be completed and submitted with your application.
5. Any additional information to support the application.
6. Your application will not be considered as having been properly made unless all parts of this application form have been completed accurately, otherwise your application may be returned to you to complete.
7. Prior to lodging your application, the Department **strongly encourages** the applicant to have a **pre-lodgement meeting** with a departmental officer who will provide additional information in relation to native title, expected timeframes, anticipated costs and to ensure the application will achieve your desired outcome.

Important information

8. **Additional or fewer Purposes** – A lease must only be used for the purpose for which it is issued. An application can be made under section 154 of [Land Act 1994](#) <<https://www.legislation.qld.gov.au/>> if a lessee considers the lease may be used for additional or fewer purposes. An additional purpose must be complementary to, and not interfere with, the current purpose. A lessee may apply under section 477 of the Land Act 1994 to change the purpose for a special lease. Please refer to the department's relevant operational policies and guidelines in the [guide](#).
9. Assessment of an application for additional or fewer purposes or change of purpose of a special lease may require a change to the conditions of the lease.
10. Additional or fewer purposes or change of purpose of a special lease may result in a change of the rental category.
11. **Changing the condition/s** – A lease, licence and permit to occupy are subject to regulated, mandatory and imposed conditions. A lessee, licensee or permittee must comply with the conditions of their lease, licence or permit to occupy. Regulated conditions (see Schedule 1 of the [Land Regulation 2020](#)) and mandatory conditions (see Chapter 5A Part 2 Division 1 of the [Land Act 1994](#)) cannot be changed however, an application may be made if the lessee, licensee or permittee considers all or some of the imposed conditions are no longer appropriate. This may result in the amendment, addition or deletion of the imposed conditions.
12. Information on this form, and any attachments, is being collected to process and assess your application under sections 154 and 210 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.
13. 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 if you do not wish for the department to contact you.

14. The department may also compile or analyse statistics and conduct research. Any publication of findings will not involve the publication of identifying personal information.
15. For further privacy information click [Privacy](#) or go to <www.resources.qld.gov.au/home/legal/privacy>.

Office Use Only	Add/Few Purpose	 9 311662 185266
	Change conditions of lease, licence or permit	 9 311662 185273

<p>1. The application is to change:</p> <p><input type="checkbox"/> Purpose of a lease for additional or fewer purposes go to 2</p> <p><input type="checkbox"/> Purpose of a special lease go to 4</p> <p><input type="checkbox"/> Imposed condition/s of a lease/licence or permit to occupy go to 5</p>

<p>2. What is the existing purpose/s of the lease? go to 3</p> <p>(If there is insufficient space, please lodge as an attachment)</p>

<p>3. What is the proposed (additional or fewer) purpose/s of the lease? go to 10</p> <p>(If there is insufficient space, please lodge as an attachment)</p>

<p>4. If a special lease, what is the proposed purpose? go to 10</p> <p>(If there is insufficient space, please lodge as an attachment)</p>

<p>5. Is your application for:</p> <p><input type="checkbox"/> Amendment of existing condition/s go to 6</p> <p><input type="checkbox"/> Deletion of condition/s go to 7</p> <p><input type="checkbox"/> Inclusion of condition/s go to 8</p>

<p>6. If your application relates to the amendment of existing conditions please advise the proposed amendments? go to 9</p> <p>(If there is insufficient space, please lodge as an attachment)</p>

7. If your application relates to deletion of condition/s, please advise the condition/s that are proposed to be deleted. **go to 9**
(If there is insufficient space, please lodge as an attachment)

8. If your application relates to inclusion of condition/s, please advise the conditions to be included. **go to 9**
(If there is insufficient space, please lodge as an attachment)

9. Are the proposed changes to the conditions subject to approval of any agency other than Department of Resources?

Yes **go to 10**

No **go to 10**

If the lease is subject to any statutory requirement or condition requiring the approval of another agency the views of that agency to the proposed changes must be supplied in writing with the application.

10. Is the lease subject to a mortgage?

Yes **go to 11**

No **go to 11**

If Yes, the written consent for this application must be obtained from the registered mortgagee, and must be attached to the application form.

11. Is there a sublease or other registered interest (e.g. easement) over the lease?

Yes **go to 12**

No **go to 12**

If Yes, the written consent for this application must be obtained from the registered sublessee// and any other registered interest holders, and must be attached to the application form.

12. Provide details of any additional information to support the application. (optional)

go to 13

(If there is insufficient space, please lodge as an attachment)

Attachments

The following will need to be lodged with your application for it to be considered a properly made application. If all this information is not submitted, your application will be returned.

13. Tick the box to confirm the attachments for part of the application:

- Application Fee.
- Part A – Form LA00 – Contact and Land details.
- Property sketch and / or aerial photo overlay.
- Letter of consent of Mortgagee, if required.
- Letter of consent of sub-lessee/s or other registered interest holder/s, if required.
- Views of relevant agencies – if applicable.

It is recommended that any attached plans, sketches or maps be of A4 or A3-size. Your application will not be considered as having been properly made, unless all parts of this application form are completed accurately. In this instance your application may be returned to you for completion.

Declaration

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 representative)

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 representative of the applicant is signing as the applicant then the legal representative's full name must be printed immediately below the signature.