



## Part B – Form LA31

# Extension of a Rolling Term Lease Application


### Requirements

1. This application is for an Extension of a Rolling Term Lease.
2. Please read the respective [Extending a rolling term 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. A term lease is a rolling term lease if any of the following circumstances apply to it:
  - it is a lease for tourism purposes for land on a regulated island;
  - it is a lease that includes tidal water land used to facilitate tourism and the subject of a covenant ensuring the lease may only transfer if the adjoining tourism lease is also transferred;
  - it is a lease used for agriculture, grazing or pastoral purposes, and if the lease land is rural leasehold land, the lease land is 100ha or more in area;
  - it is a lease used for agriculture, grazing or pastoral purposes on a State Forest, Timber Reserve, National Park or Forest Reserve.
9. **Note: a rolling term lease is not a State lease issued over a reserve under section 15(2)(b) of the *Land Act 1994*; or a special lease issued over a reserve under section 203(b) of the *Land Act 1962 (Repealed Act)*.**
10. The [Land Regulation 2020](#) <<https://www.legislation.qld.gov.au/>> provides a schedule of regulated islands.
11. An extension application may be made at any time during the **current term of the lease**.
12. A lessee may not make an extension application for a rolling term lease if the lessee has entered into an agreement with the Chief Executive under section 327A to surrender the whole of the lease.
13. A rolling term lease extension if approved must be the **original term of the lease** and does not include any period by which the term of lease has been extended under any provision of the Act, whether before or after the commencement of the amended or under a repealed Act.
14. Information on this form, and any attachments, is being collected to process and assess your application under section 164C 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.

15. 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.
16. The department may also compile or analyse statistics and conduct research. Any publication of findings will not involve the publication of identifying personal information.
17. 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>Extension of a Rolling Term Lease</b>	 9 311662 202802
----------------------------	--	--



**6. Was this application refused?**

Yes

**go to 7**

No

**go to 8**

If **YES**, if an earlier application for an extension was refused and there is no relevant change in circumstances from the earlier application, any new application may be rejected without consideration.

**7. Has there been any change in circumstances from the earlier application, which may lead to this application being accepted for further consideration?**

Yes

**go to 8**

No

**go to 9**

An application for extension can be refused without investigation if an earlier application has been refused and the reasons for refusal have not changed.

**8. Provide details of the change in circumstances from the previous application.**

**go to 9**

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

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

Yes

**go to 10**

No

**go to 10**

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

**10. You are aware the survey status of the land listed in Schedule 1 may require the registration of a new survey plan that meets the current survey standards?**

Yes

**go to 12**

When assessing the application the Department will determine if survey is required and provide information in writing to the applicant with the details of the survey requirements.

The preparation of the survey plan will be at the expense of the Applicant and should be made with a Registered Consulting Surveyor.

Your Registered Consulting Surveyor should contact the department's Principal Surveyor or Senior Surveyor, if there are any questions or concerns in relation to any survey or plan requirements.

Additional information is available on the department's website – [Survey and Plan Requirements](#)

<<https://www.business.qld.gov.au/industries/building-property-development/titles-property-surveying/surveying/standards-forms>>.

**11.** You are aware that an extension of a rolling term lease may require the current conditions of lease to be modernised and will include current imposed and regulated conditions as stated in the Land Act and Land Regulation?

Yes

**go to 12**

**12.** Have you participated in a pre-lodgement meeting with the department?

Yes

**go to 13**

No

**go to 15**

**13.** Provide details of pre-lodgement meeting.

**go to 14**

(Departmental Officers contact details and any reference number should be included if known)


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

**go to 15**

(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.

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

Application Fee

Part A – Form LA00 – Contact and Land details

Copies of documentation relating to unregistered agreement, 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.

Enter the full name's of each registered lessee/s as it appears on the title in the Titles Registry.

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

Registered Lessee/s (Full Name/s)

Signature of applicant/s (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.