



Part B – Form LA01

Conversion of a Lease Application

You can now lodge your application online via [Part A Contact and Land Details](#) and by July 2023 you will be able to apply for all State Land Act applications online.

Requirements

1. This application is for Conversion of a Lease.
2. Please read the respective [conversion and purchasing a 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. 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/>> and can include other fees and charges e.g. GST, Stamp Duty.
9. 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.
10. 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.
11. If your application for conversion to freehold is successful, you may also be required to provide a plan of survey at your expense.
12. You must continue to pay the rent until a new tenure (if offered) is issued.
13. **Note:** All outstanding rental must be paid, before submitting an application for conversion of a lease.
14. An application for conversion cannot be considered while the lease is subject to a condition precluding conversion. (Details of your lease conditions are available on a current title search of the land and details on obtaining a Title search are available on the [Titles Queensland website](#) <<https://www.titlesqld.com.au/>> or by calling **1300 255 750** or visiting one of the [regional business centres](#).)
15. 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.
16. 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.

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

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

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

2. Have you made a previous application for conversion of this lease?

<input type="checkbox"/> Yes	go to 3
<input type="checkbox"/> No	go to 6

3. Was this application refused?

<input type="checkbox"/> Yes	go to 4
<input type="checkbox"/> No	go to 6

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

<input type="checkbox"/> Yes	go to 5
<input type="checkbox"/> No	go to 6

Under section 166 of the [Land Act 1994](#) the application maybe rejected without further consideration.

5. Provide details of the change in circumstances from the previous application. **go to 6**
 (If there is insufficient space, please lodge as an attachment)

6. Lease expiry date

/ /

go to 7

(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 **1300 255 750**, visiting the [Titles Queensland website](https://www.titlesqld.com.au/) <https://www.titlesqld.com.au/> (and select 'Searches') or visiting one of the [regional business centres](#)).

7. Provide details of the current use of land e.g. grazing.

go to 8

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

8. List below ALL existing improvements on the current leased land e.g. fencing, dams, buildings etc.

go to 9

(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.

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

Yes

go to 10

No

go to 10

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.dilgp.qld.gov.au/edq/development-projects.html) at <https://www.dilgp.qld.gov.au/edq/development-projects.html>. For additional information on Industrial Estates refer to [EDQ Industrial Development website](http://industrial.edq.com.au/) at <http://industrial.edq.com.au/>.

10. 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 11

No

go to 12

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

11. Provide details of the compliance of the conditions in Question 10

go to 12

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

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

Yes

go to 13

No

go to 14

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

13. Provide details and copies of any documentation relating to these agreements.

go to 14

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

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 form part of the application:

- Application Fee.
- Part A - Form LA00 – Contact and Land details.
- 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.
- Copies of documentation relating to unregistered agreements, 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 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 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.