

Real Estate Services Branch
Application for Assignment of Permit, Lease or Licence of Occupation
 (under *The Crown Lands Act c.C340*)

Please check one (✓)
 Permit
 Lease
 Licence of Occupation



THIS PAGE TO BE COMPLETED BY THE EXISTING PERMIT/LEASE/LICENCE HOLDER (ASSIGNOR)

I, (Holder 1): _____
 (Assignor) LAST FIRST MIDDLE (no initials) MAILING ADDRESS

Phone No. (Work) _____ Phone No. (Home): _____

I, (Holder 2): _____
 (Assignor) LAST FIRST MIDDLE (no initials) MAILING ADDRESS

Phone No. (Work) _____ Phone No. (Home): _____

being the holder(s) of (or signatory for the holder of) Permit/Lease/Licence of Occupation No. _____ which expires _____ covering the following land (provide full description) _____

do hereby in consideration of the sum of \$ _____ (receipt of which is hereby acknowledged) and other valuable consideration paid to me by:

Proposed Holder 1: _____
 (Assignee) LAST FIRST MIDDLE (no initials) MAILING ADDRESS

Proposed Holder 2: _____
 (Assignee) LAST FIRST MIDDLE (no initials) MAILING ADDRESS

assign all my/our right, title and interest in and to the Permit/Lease/Licence to the Assignee (Purchaser), conditional upon this assignment being approved by Manitoba.

Current Approved Use: _____

Existing Buildings: _____

I/We further certify that all appurtenances (buildings, etc.) on the land have been granted, transferred and assigned to the Assignee (Purchaser), conditional upon this assignment being approved by Manitoba.

I/We further certify that I/we have not entered into any agreement or arrangement of any kind to grant, assign or transfer my/our interest in the Lease/Permit/Licence or any or all of the appurtenances (buildings, etc.) on the land to anyone else other than the Assignee (Purchaser), except for security purposes (if applicable). I/We further certify that all taxes, rents and fees are paid in full.

 Witness Signature

 Witness Name (PRINTED)

 Witness Signature

 Witness Name (PRINTED)

 Existing Holder No. 1 (Assignor) Signature

 Date

 Existing Holder No. 2 (Assignor) Signature

 Date

Proposed Holder(s) (Assignees) complete pages 2, 3 (& 4 if applicable)

The following, if applicable, must be attached to this Application for Assignment:

- | | |
|---|--|
| <input type="checkbox"/> Assignment Fee (\$50.00) | <input type="checkbox"/> Copy of Bill of Sale for bldgs. on the land |
| <input type="checkbox"/> Current Original Lease/Licence (if applicable) | <input type="checkbox"/> Complete Release and Indemnification |
| <input type="checkbox"/> Copy of Paid Tax Receipt from local Taxing Authority | <input type="checkbox"/> Copy of LAC Licence (for Lodge or Outcamp) |
| <input type="checkbox"/> Copy of Death Certificate (if applicable) | <input type="checkbox"/> Copy of Registered Trapper's License (if for Trappers' Cabin) |
| <input type="checkbox"/> Copy of Current Certificate of Status | <input type="checkbox"/> Copy of Commercial Fisherman License (if for Fish Camp) |
| <input type="checkbox"/> Copy of Grant of Probate /or/ Letters of Administration (if applicable) | |
| <input type="checkbox"/> Letter from Registered Collateral Holder regarding status of Collateral Recording (if applicable) | |
| <input type="checkbox"/> Copy of approval and endorsed change or alteration in membership form under <i>The Business Names Registration Act</i> | |
| <input type="checkbox"/> Site Sketch Plan required, to include the size and boundaries of the property and existing buildings with measurements | |

FOR LANDS BRANCH USE ONLY:
 CQ/MO/CA\$ _____ MRO _____
 CD: _____ CN: _____
 Rev Code: _____
 Signature: _____
 Parcel ID No. _____
 Disposition Type & No. _____

FOR CASHIER USE ONLY: (Rev Code: 8-15-1)

This assignment has been approved and registered in Lands Branch as No. _____ - Electronic _____
Initial

 Authorized Signing Officer for the Minister responsible
 for Natural Resources and Indigenous Futures

 Date Assignment Registered

THIS PAGE TO BE COMPLETED BY THE PROPOSED HOLDER(S) (ASSIGNEES)

Individual applicant (this includes any unincorporated business entity)

I/WE request the Permit/Lease/Licence be registered in the following names:

1(a) Proposed Holder No.1 (Individual)

Client No. [REDACTED]

(Please Print Full Legal Name) LAST FIRST MIDDLE (no initials)

Mailing Address: _____ Postal Code: _____

Phone No: (Work): _____ (Home): _____ E-mail: _____

Date of Birth: _____ (Year/Month/Day) Name of Employer: _____

Are you a resident of Manitoba? Yes No Canada: Yes No

1(b) Proposed Holder No. 2 - (If applicable):

(Note: A maximum of two (2) individuals are permitted to be named as holders of a permit, lease or licence)

Client No. [REDACTED]

(Please Print Full Legal Name) LAST FIRST MIDDLE (no initials)

Mailing Address: _____ Postal Code: _____

Phone No: (Work): _____ (Home): _____ E-mail: _____

Date of Birth: _____ (Year/Month/Day) Name of Employer: _____

Are you a resident of Manitoba? Yes No Canada: Yes No

If two applicants – Please specify how you intend to hold your interest in the Lease/Permit/Licence:

Specify: As Joint Tenants - Upon the death of one, the remaining Tenant acquires the entire interest. The interest in the Permit/Lease/Licence does not form part of the Estate of the Deceased - referred to as the Law of Survivorship.

As Tenants in Common - Upon the death of one, the interest in the Permit/Lease/Licence does not automatically go to the remaining Tenant. Law of Survivorship does not apply.

PROPOSED HOLDER(S) (ASSIGNEES) MUST COMPLETE PAGE 3

1(c) Corporation or Government Applicant- (If applicable):

Registered Name: _____ Phone No.: _____

E-mail: _____ Fax No.: _____

Mailing Address: _____
Street Address PO Box# City Province Country Postal Code

Authorized Signing Officers: _____
(Please print)

Type of Organization: Corporation Government Department Government Agency Other _____

Companies - Include Current Copy of Certificate of Status

Please complete section 2(c) – page 4

Important Information:

- Completion of this form is a REQUEST to transfer a Crown land disposition into another name and does not authorize the transaction to occur. Lands Branch will review the request and advise of the decision upon completion of the review.
- This assignment deals only with the Permit/Lease/Licence for the Crown land. Any agreement concerning buildings or improvements on the land should be conditional on the assignment being approved by Manitoba. It is recommended you consult your lawyer.
- An application for change in use or terms must accompany this assignment application if a change to the use of the land or additional construction is proposed.

THIS PAGE TO BE COMPLETED BY THE PROPOSED HOLDER No. 1 (ASSIGNEE) and if applicable, proposed holder No. 2

2 DECLARATIONS

Definitions:

Employee - is a person employed in the departments (as listed below) and includes seasonal, casual, departmental, part-time, term, and regular employees.

Immediate Family Member - is an employee's parent, sibling, offspring, spouse, common-law partner, ward, or relative permanently living in the employee's household.

Senior Public Executive - is a person employed as:

- a) the Clerk of the Executive Council;
- b) a deputy minister;
- c) an assistant deputy minister;
- d) a person in a prescribed senior executive position, this includes:
 - i. an associate deputy minister;
 - ii. the Provincial Comptroller appointed under subsection 13(1) of *The Financial Administration Act*;
 - iii. any other position classified in the executive officer series; or
- e) in respect of a prescribed reporting organization, a chairperson, president, vice-president, chief executive officer or deputy chief executive officer or other person in a prescribed senior executive position, in the organization, including:
 - i. Manitoba Hydro;
 - ii. the Manitoba Liquor and Lotteries Corporation;
 - iii. the Manitoba Public Insurance Corporation;
 - iv. Efficiency Manitoba.

2(a) Proposed Holder No. 1

Individual applicants (this includes any unincorporated business entity) must answer the following questions:

I am an employee or an immediate family member of an employee, in the following parts of the Government of Manitoba:

Name of Branch/Department:	Employee in:	Immediate Family Member of an Employee in:
Real Estate Services Branch Public Service Delivery	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Conservation Officers Service Natural Resources and Indigenous Futures	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Parks Branch Environment and Climate Change	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Land Use and Ecosystem Resilience Branch Agriculture	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Lands and Planning Branch Natural Resources and Indigenous Futures	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Minister Government of Manitoba	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Senior Public Executive (as described above in Section 8)	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

If you answered "**Yes**" in the Immediate Family Member of an Employee column above, please provide the following:

Name of the Employee: _____ Relationship to Proposed Holder No.1: _____

I hereby certify that all information given in this application is true in substance and in fact; that I am over the age of eighteen years. "Witness" is to be over 18 years of age, non-relative, and NOT be named as an applicant.

Witness Signature

Signature of Proposed Holder No.1

Witness Name (printed)

Date

2(b) Proposed Holder No. 2 (if applicable)

Individual applicants (this includes any unincorporated business entity) must answer the following questions:
 I am an employee or an immediate family member of an employee, in the following parts of the Government of Manitoba:

Name of Branch/Department:	Employee in:	Immediate Family Member of an Employee in:
Real Estate Services Branch Public Service Delivery	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Conservation Officers Service Natural Resources and Indigenous Futures	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Parks Branch Environment and Climate Change	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Land Use and Ecosystem Resilience Branch Agriculture	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Lands and Planning Branch Natural Resources and Indigenous Futures	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Minister Government of Manitoba	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Senior Public Executive (as described above in Section 8)	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

If you answered “**Yes**” in the Immediate Family Member of an Employee column above, please provide the following:

Name of the Employee: _____ Relationship to Proposed Holder No.2: _____

I hereby certify that all information given in this application is true in substance and in fact; that I am over the age of eighteen years. “Witness” is to be over 18 years of age, non-relative, and NOT be named as an applicant.

 Witness Signature

 Signature of Proposed Holder No.2

 Witness Name (printed)

 Date

2(c) Proposed Holder - Private Corporate applicants (if applicable) must answer the following questions:

Is any shareholder of the Applicant Corporation an employee of, or an immediate family member of an employee, in the following parts of the Government of Manitoba:

Name of Branch/Department:	Employee in:	Immediate Family Member of an Employee in:
Real Estate Services Branch Public Service Delivery	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Conservation Officers Service Natural Resources and Indigenous Futures	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Parks Branch Environment and Climate Change	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Land Use and Ecosystem Resilience Branch Agriculture	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Lands and Planning Branch Natural Resources and Indigenous Futures	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Minister Government of Manitoba	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Senior Public Executive (as described above in Section 8)	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

Please include a current Corporation Status Report verifying that your company is in valid status.

If you answered “**Yes**” in the Immediate Family Member of an Employee column above, please provide the following:

Name of the Employee: _____ Relationship to Proposed Holder: _____

A separate form of declaration may be required to be completed by the applicant’s corporate secretary and by one or more if its shareholders.

I hereby certify that all information given in this application is true in substance and in fact; that I am over the age of eighteen years. “Witness” is to be over 18 years of age.

 Date

 Signature of Authorized Signing Authority

 Date

 Witness (Not required if Sealed)

PERSONAL INFORMATION PROVISIONS

This personal information is being collected under the authority of *The Crown Lands Act* and will be used for future communications and establishing a client account.

This information is protected by the privacy provisions of *The Freedom of Information and Protection of Privacy Act*. If you have any questions about the collection of this information, contact the Access & Privacy Coordinator, 17th Floor, 215 Garry Street, Winnipeg MB R3C 3Z1, Phone: (204) 945-3881.

**Application fee for Assignment of Permit, Lease or Licence of Occupation:
\$50.00 (no GST required)**

Submit Fee with Application to:

Real Estate Services Branch
308 – 25 Tupper Street North
Portage la Prairie MB R1N 3K1

Please do not send cash.
Cheque or money order should be made payable to:
The Minister of Finance

Inquiries/Assistance:

Real Estate Services Branch
308 – 25 Tupper Street North
Portage la Prairie MB R1N 3K1
Phone: (204) 239-3510 Fax: (204) 239-3560

Crown Land Management Specialists:

- Central Region - (204) 671-0282
- Eastern Region - (204) 945-7781
- Western Region - (204) 476-7520
- Northwest Region - (431) 351-1285
- Northeast Region - (204) 679-0987

**RELEASE AND INDEMNIFICATION
STANDARD**

IN THE MATTER OF CROWN LAND PERMIT/LEASE NO. _____

covering _____

I/We, _____ (hereinafter referred to as "The Permittee/Lessee") acknowledge that I/we have been informed by representatives of Manitoba Economic Development, Investment, Trade and Natural Resources that the above-noted premises are located wholly or partially below flood protection levels and accordingly the said premises may be liable to frequent flood.

THE PERMITTEE/LESSEE(S) agree(s) that any buildings, including any buildings existing at the date of the approval of this permit/lease, on the premises shall be maintained entirely at my/our own risk, and I/we agree to assume full responsibility for any damage or injury to persons or property situated on the premises resulting from flooding, erosion, ice damage, or temporary or permanent loss of land accessibility. The PERMITTEE/LESSEE(s) agree not to institute any action or make any claim against the Lessor or any employee or agent of the Lessor, including Manitoba Hydro, in respect of damage to any building or personal property or in respect of any personal injury caused by or related to flooding, whether or not the damage was occasioned by flooding resulting from the regulation or control of the adjacent waterway by the Lessor or Manitoba Hydro.

THE PERMITTEE/LESSEE(S) agree(s) to indemnify and save harmless the Lessor and all employees and agents of the Lessor, including Manitoba Hydro, from and against all claims, liabilities and demands in respect of any damage to property or personal injury located on the premises, which has been caused by flooding, erosion, ice damage, or temporary or permanent loss of land accessibility.

THE PERMITTEE/LESSEE(S) agree(s) not to institute any action or make any claim against the local government authority with respect to damage to any building or personal property or any injury to persons located on the premises that may be caused by flooding as described herein and The PERMITTEE/LESSEE(s) agree to enter into a written agreement with the Municipality if the Municipality deems it necessary.

IN WITNESS WHEREOF we have hereunto set our hand and seal on the ___ day of _____, 20__.

SIGNED, SEALED AND DELIVERED)
in the presence of:)

PROPOSED HOLDER NO. 1

)

PROPOSED HOLDER NO. 2