Application for consent to sublease or sublicence an interest in a Crown pastoral lease or licence

You need written consent to sell, transfer, sublease or dispose of any interest in a Crown pastoral lease or licence. You do not need consent to raise a mortgage over the leasehold interest.

To apply for consent to sublease or sublicence a Crown pastoral lease or licence, the lessee must complete this application form.

If you want to transfer a lease or licence, or transfer shares within a limited liability company, do not complete this form. The correct forms can be found on our [website](https://www.linz.govt.nz/guidance/crown-property/using-crown-property/leases-and-licences/discretionary-pastoral-activities).

Please check you have provided:

* details of the current lessee or licensee
* details of the proposed transferee(s)
* details of the proposed sublease or sublicence
* if the transferee is an organisation, evidence of their legal status
* information on the transferee(s)’s skills, experience, and financial position
* signed copies of any relevant sublease/sublicence documentation, for example a sublease deed.

You must provide enough information to allow the Commissioner of Crown Lands (the Commissioner) to decide on your application. To avoid delays, we recommend providing as much information as possible. The Commissioner will contact you in writing if more information is required and place your application on hold. This written request will ask you to provide the required information within a certain timeframe. If the Commissioner cannot get the required information within that timeframe, your application may be declined.

As part of the transfer, the Commissioner will consider whether it is appropriate to add a new condition on the lease which will require the lessee/licensee to undertake public access negotiations in future.

If you have any questions about what is required, email your Portfolio Manager or pastoral@linz.govt.nz.

Please send your completed form and any supporting information to your Portfolio Manager. If you do not know who your Portfolio Manager is, send it to pastoral@linz.govt.nz.

You can also send it by post to:

Pastoral team

Toitū Te Whenua Land Information New Zealand

Private Bag 4721

Christchurch 8140

Further information on the sublease or sublicence process can be found at the back of this form. We recommend you read this section carefully before submitting your application.

Your details as the current lessee(s) or licensee(s)

Your full name

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| Click or tap here to enter text. |

Your relationship to the lease or licence, for example, lessee, director of licensed company

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| Click or tap here to enter text. |

Your phone number Your email address

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| Click or tap here to enter text. | Click or tap here to enter text. |

The registered lessee or licensee’s name (please include individual, organisation or trust names as appropriate)

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| Click or tap here to enter text. |

Ownership structure (for example joint tenants, tenants in common)

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| Click or tap here to enter text. |

The registered lessee/licensee’s address

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| Click or tap here to enter text. |

The registered lessee/licensee’s email address

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| Click or tap here to enter text. |

The registered lessee/licensee’s solicitor’s name

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| Click or tap here to enter text. |

Solicitor’s phone number Solicitor’s email address

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| Click or tap here to enter text. | Click or tap here to enter text. |

Solicitor’s address

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| Click or tap here to enter text. |

Proposed sublease or sublicence details

What is this application for? (circle one)

* Sublease
* Sublicence
* Other (please specify): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please attach signed copies of any relevant documentation that demonstrates the sublease or sublicence agreement. For example, a sublease deed.

Proposed sublease or sublicence commencement date:

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| Click or tap here to enter text. |

Details of the sublease or sublicence. Include:

* the value of the agreement and state whether this includes or excludes GST
* stock and plant in the sublease/sublicence area, including stating the stock included in the sublease/sublicence (if any)
* land and improvements
* details of any other land included in the sublease or sublicence, such as adjoining freehold land
* description and map of the area to be subleased or sublicensed (if only part of the overall lease or licence).

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| Click or tap here to enter text. |

Will the proposed sublessee or sublicensee reside on the land?

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| Click or tap here to enter text. |

If the proposed sublessee or sublicensee has exemption from residency, or has applied for this exemption, please provide the following:

* name of the person appointed to reside on the land or the terms of the exemption
* explanation of any differences from any existing residency arrangement or exemption

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| Click or tap here to enter text. |

The proposed sublessee(s) or sublicensee(s)’s details

The proposed sublessee or sublicensee’s name(s). This could be an individual, the name of an organisation, or a trust. Include all parties if there are more than one.

You must append evidence of any organisation’s legal status, such as a Certificate of Incorporation and Constitution, evidence of company registration, or a copy of a Trust Deed.

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| Click or tap here to enter text. |

The names of the director(s), shareholder(s), of trustee(s), of this organisation or trust (skip this box if the form is being filled out by an individual or partnership).

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| Click or tap here to enter text. |

The proposed ownership structure (for example, joint tenants, tenants in common)

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| Click or tap here to enter text. |

The proposed sublessee or sublicensee’s contact person and contact details (if different to below)

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| Click or tap here to enter text. |

The proposed sublessee(s) or sublicensee(s)’s address(es) for service

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| Click or tap here to enter text. |

Their postal address(es) (if different)

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| Click or tap here to enter text. |

Their phone number(s) Their email address(es)

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| Click or tap here to enter text. | Click or tap here to enter text. |

The proposed sublessee/sublicensee’s solicitor’s name(s)

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| Click or tap here to enter text. |

Solicitor’s phone number Solicitor’s email address

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| Click or tap here to enter text. | Click or tap here to enter text. |

Solicitor’s address

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| Click or tap here to enter text. |

Describe the proposed sublessee/sublicensee’s relevant qualifications, skills, and experience, which shows they are respectable and responsible and therefore able to assume the responsibilities of the sublease/sublicence.

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| Click or tap here to enter text. |

Demonstrate how the proposed sublessee/sublicensee has the financial resources and ability to meet and comply with any covenant, condition, or obligation (expressed or implied) under the relevant sublease or sublicence.

Note any assets, liabilities, cash, seasonal finance limits, credit references, and other supporting information. Please attach evidence.

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| Click or tap here to enter text. |

Property details

Name of the lease or licence (or part(s), thereof) to be subleased or sublicensed.

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| Click or tap here to enter text. |

Physical address of lease or licence

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| Click or tap here to enter text. |

Area

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| Click or tap here to enter text. |

Legal description

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| Click or tap here to enter text. |

Title reference

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| Click or tap here to enter text. |

Annual rent and any arrears (if any)

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| Click or tap here to enter text. |

Details of the lease/licence’s stock limitation and/or any exemptions

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| Click or tap here to enter text. |

Details of existing Crown Pastoral Land Act 1998 consents/permits over the lease or licence.

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| Click or tap here to enter text. |

Details of any other active formal or informal agreements or arrangements on the lease or licence.

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| Click or tap here to enter text. |

Crown pastoral land outcomes

When deciding whether to consent to the sublease or sublicence, the Crown must give effect to the Crown Pastoral Land Act’s [outcomes](https://www.legislation.govt.nz/act/public/1998/0065/latest/whole.html#DLM426989). These outcomes, set out in section 4 of the Crown Pastoral Land Act 1998, are:

* maintaining or enhancing [inherent values](https://www.linz.govt.nz/resources/guide/inherent-values-framework) across the Crown pastoral estate for present and future generations, while providing for ongoing pastoral farming of pastoral land;
* supporting the Crown in its relationships with Māori under Te Tiriti o Waitangi/The Treaty of Waitangi; and
* enabling the Crown to get a fair return on its ownership interest in pastoral land.

Please describe:

* Whether this sublease/sublicence may impact on these outcomes, and if so, how
* The transferee’s plans or intentions for the land (such as a farm plan)

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| Click or tap here to enter text. |

Other relevant information

Please list any other applications that have been made in combination with this one, for example, a stock limitation exemption. Provide details of this application, for example, whether the proposed exemption is for stocking rates less than, equal to or more than that currently held on the pastoral lease or licence.

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| Click or tap here to enter text. |

Explain the sublessee/sublicensee’s intentions for existing arrangements going forward. Will there be any changes to current public access? Explain these changes.

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| Click or tap here to enter text. |

Is there any other information you wish to provide as part of your application?

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| Click or tap here to enter text. |

Authorisation

By signing this form, you confirm that:

* you have the authority to sublease/sublicence the land (all parties with a current registered interest in the lease/licence must sign. If the holder is a company, the form must be signed by a person authorised by the company),
* you have appended a copy of any relevant agreements to this application, for example a sublease deed,
* the sublessee/sublicensee is aware of any existing consents, agreements or permits AND will uphold these consents, agreements, or permits,
* any consents required from the Overseas Investment Office have been obtained and are appended to this application – or alternatively, evidence that this is not required such as a verified copy of a NZ passport, and
* this application is accurate and complete to the best of your knowledge.

Current holder(s)

Signature Date

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Signature Date

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Signature Date

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Proposed holder(s)

Signature Date

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Signature Date

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Signature Date

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Further information

We will process your application as quickly as possible. The time it takes will depend on the circumstances of your application.

As part of the process, the Commissioner will consider whether it is appropriate to add a new condition on the lease which will require the lessee/licensee to undertake public access negotiations in future. This decision will be based on whether there have been unreasonable public access refusals since November 2022. Information on any such refusals will be collected by LINZ from that date.

For any sublease or sublicence, the Commissioner will consider whether the proposed purchaser has the necessary skills and expertise to manage the pastoral lease and whether the change will allow the purpose of the lease or licence to continue to be fulfilled.

If you do not provide sufficient information for the Commissioner to assess your application, the Commissioner will request the required information in writing within a timeframe set out in the written request. Under these circumstances, your application will be put on hold. If you do not provide the required information within the requested timeframe, the Commissioner may choose to decline your application.

Other things to be aware of when making this application

A summary of most decisions made by the Commissioner will be published on the Toitū Te Whenua Land Information New Zealand website. Please advise us if there is sensitive information in your application that you would like withheld from publication under the Official Information Act 1982 or Privacy Act 2020.

The Commissioner must consider Crown Pastoral Land Act 1998 [outcomes](https://www.legislation.govt.nz/act/public/1998/0065/latest/whole.html#DLM426989) when making a decision. You may wish to reference these in your application.

Key documents

We have created guides to [help you navigate changes to the Crown Pastoral Land Act 1998](https://www.linz.govt.nz/guidance/crown-property/using-crown-property/leases-and-licences/discretionary-pastoral-activities/helping-you-navigate-changes-cpla).

You can apply for permission for other activities by completing the correct [application form](https://www.linz.govt.nz/guidance/crown-property/using-crown-property/leases-and-licences/discretionary-pastoral-activities).

You may also find the [standard for purchase, alienation, and administration of Crown land](https://www.linz.govt.nz/resources/regulatory/standard-purchase-alienation-and-administration-crown-land-linzs45002) and the Land Act provisions for [transfers, subleases, or disposals](https://www.legislation.govt.nz/act/public/1948/0064/latest/DLM252142.html#DLM252142) useful.