

# Application for an interest in Crown Land – Lease or licence

Please complete this for if you are wanting to apply for a lease or licence (including sublease or sublicence).

Please complete all sections of this form and return via email to [crownproperty@linz.govt.nz](mailto:crownproperty@linz.govt.nz)

Alternately, you can post you application to:

Crown Property  
Toitū Te Whenua Land Information New Zealand  
PO Box 5501  
Wellington 6145

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## Your details

Your full name or company name

Click or tap here to enter text.

Your address

Click or tap here to enter text.

Your postal address (if different from your physical)

Click or tap here to enter text.

Your phone number

Click or tap here to enter text.

Your email address

Click or tap here to enter text.

Your preferred contact method

Click or tap here to enter text.

Date of birth or incorporation date

Click or tap to enter a date.

Are you a New Zealand citizen or wholly New Zealand owned company? If not, please elaborate on whether the Overseas Investment Act 2005 applies to this application:

Click or tap here to enter text.

Do you have Liability Insurance? If so, please provide details of the insurance held:

Click or tap here to enter text.

Please note that a favourable credit rating may need to be established. We may therefore complete a standard credit check with an agency of our choice.

## Application details

Full address of the land or property

Click or tap here to enter text.

Area (hectares)

Click or tap here to enter text.

Proposed term start date

Proposed term end date

Click or tap to enter a date.

Click or tap to enter a date.

Does this activity require resource consent?

Click or tap here to enter text.

## Application type

### Lease

Commercial lease

Deed of lease

Ground lease

Land & building lease

Special lease

Sublease

### Licence

Carpark licence

Licence to occupy

Residential site licence

Sublicence

s165 Land Act licence

s68a Land Act grazing licence

Please provide a map of the area to be used / accessed.

## Drone details

If your activity includes the use of a RPAS (Remotely Piloted Aircraft System) please complete the following section.

### Type of RPAS being used

Drone       Plane       Helicopter       Other \_\_\_\_\_

### Weight

Under 15kg       15-25kg       Over 25kg

Will the RPAS be flown higher than 120m above ground level?

Click or tap here to enter text.

Does your proposed activity comply with the [Civil Aviation Rules part 101](#)?

Click or tap here to enter text.

Have you sought permission from those you intend to fly over and the current users of the land?

Click or tap here to enter text.

If flying over public land, how do you propose to inform the user that you will be flying over?

Click or tap here to enter text.

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## Activity details

Please provide details of the intended use of the property/land you are interested in (such as commercial, including business type, grazing, filming etc).

Please be as specific as possible, noting any relevant council bylaws that must be taken into account. Please indicate details such as specific type of animal, quantity, seed species, beautification, how many people will be on the property etc.

Click or tap here to enter text.

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Please provide details of the potential impact of the activity on the land – does it add to the development of the land? What are the effects on the future use of the land and the effects on the environment: Please be as specific as possible (e.g. soil disturbances, effect on current use).

Click or tap here to enter text.

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What mitigation measures are proposed (if applicable)?

Click or tap here to enter text.

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## Sublease or sublicense

If applying for a sublease or sublicense, please complete this section.

Name of the current lease or licence holder/s

Click or tap here to enter text.

Their address

Click or tap here to enter text.

Their phone number

Their email address

Click or tap here to enter text.

Click or tap here to enter text.

Legal entity, for example company, trust, individual

Click or tap here to enter text.

Status of ownership (if more than one individual) – state whether they are joint tenants or tenants in common and specify division of shares:

Click or tap here to enter text.

**Signature of holder/s**

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Date signed

Click or tap to enter a date.

Authority to sign

Click or tap here to enter text.

## Details of the land

Name of lease/licence

Click or tap here to enter text.

Physical address of lease/licence

Click or tap here to enter text.

Legal description

Click or tap here to enter text.

Tile reference

Click or tap here to enter text.

Limitations in lease/licence

Click or tap here to enter text.

Tile reference

Click or tap here to enter text.

Exemptions

Click or tap here to enter text.

Details of all unregistered agreements affecting the lease/licence, for example recreation permits

Click or tap here to enter text.

Details of any consents under the Crown Pastoral Land Act 1998

Click or tap here to enter text.

Is the land subject to rent review or lease/licence renewal?

Yes  No

If yes, has the Holder accepted the rent values or lease renewal

Yes  No



## Details of the proposed transfer

### Details of consideration

Click or tap here to enter text.

Does this amount include GST?

Yes  No

### Land and improvements

Click or tap here to enter text.

### Stock and plant

Click or tap here to enter text.

### Settlement date

Click or tap to enter a date.

### Limitations in lease/licence

Click or tap here to enter text.

Please provide the following (if applicable):

- Details of any other land included in the transfer
- Written confirmation that you have advised the proposed holder of any recreational permits and unregistered interests on the land
- Copy of the agreement for sale and purchase (or other written agreement) for transfer
- Schedule of stock included in sale, if any
- Details of stock carried and production for each of the past three years.

## Details of the proposed sublease/sublicence

### Term and rent

Click or tap here to enter text.

### Stock to be carried

Click or tap here to enter text.

Is the proposed sublease/sublicence to be registered?

Yes       No

### Purpose of the sublease/sublicence

Click or tap here to enter text.

Please provide the following (if applicable):

- Information provided by the proposed sublessee/sublicencee as specified below
- Written communication that you have advised the proposed sublessee/sublicencee of any recreational permits on the land
- Copy of the proposed sublease/sublicence document, including provision for consent of the Commissioner of Crown Lands.

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## Details of the proposed sublessee/sublicensee

Please provide details for all proposed parties if more than one. If a company, details of shareholding are required.

Name of holder/s:

Click or tap here to enter text.

Address of holder/s

Click or tap here to enter text.

Phone number

Email address

Click or tap here to enter text.

Click or tap here to enter text.

Legal entity, for example company, trust, individual

Click or tap here to enter text.

Status of ownership (if more than one individual) – state whether joint tenants or tenants in common and specify division of shares.

Click or tap here to enter text.

**Signature of holder/s**

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Date signed

Click or tap to enter a date.

This form must be signed by all parties with a registered interest in the lease/licence. If the holder is a company, the form must be signed by a person authorised by the company.

Authority to sign

Click or tap here to enter text.

Addresses for Notices in accordance with section 183 of the land Act 1948, if the sublease/sublicence is approved

Click or tap here to enter text.

## Financial information

Assets (land, cash, stock, plant, other)

Click or tap here to enter text.

Liabilities (mortgages, current accounts, other)

Click or tap here to enter text.

Cash for purpose (amount, source)

Click or tap here to enter text.

Limit of seasonal finance (\$NZD)

Click or tap here to enter text.

Credit references (please attach verification)

Click or tap here to enter text.

Qualifications & experience – Please state the relevant qualifications and experiences that the proposed holder has to undertake the activities authorised on the land (provide evidence if necessary)

Click or tap here to enter text.

Please ensure you have provided the following:

- Supporting information on financial position
- If proposed sublessee/sublicencee is a company
  - Copy of Certificate of Incorporation and Constitution
  - Evidence of registration under the Companies Act 1993
- If proposed sublessee/sublicencee is a Trust, a copy of the Trust Deed; and
- Where the lease/licence is subject to a recreation permit or other unregistered interest, written confirmation from the proposed sublessee/sublicencee that it has received a copy of any recreation permit or other unregistered interest and will (if the sublease/sublicence is granted), occupy the land in the knowledge that the holder of any permit or unregistered interest has the right to carry on the permitted activity or exercise the rights granted under the terms of the permit or other unregistered interest.

## Acknowledgement

Please note that this application and any further correspondence does not in any way form an agreement with Toitū Te Whenua. During consideration of your application parties such as iwi, territorial authorities or other government agencies may be consulted. This consultation may take in excess of eight weeks.

If your application is for a property adjacent to a waterway the boundary will be set back a minimum of 20m from the active water area and you will be required to erect and maintain fencing on all boundaries to a standard which will contain all stock to the land.

The application is subject in all respects to the Land Information New Zealand delegate's approval and once all necessary requirements have been completed to the delegate's satisfaction.

A legally binding contract will only result once all the decisions have been made and communicated to you and all documentation required to be accepted and signed is completed by both parties.

## Signature

I/we hereby irrevocably authorise any person or company to provide you with such information as you may require in response to your credit enquiries. I/we further authorise you to furnish to any third-party details of this application and any subsequent details that I/we may have had with you as a result of this application being actioned by you.

I understand that should I be successful with my application and be offered a Lease / Licence in the land, an application fee will be charged.

I/we certify that the information provided in this application form and all attached additional forms and information is to the best of my knowledge true and correct.

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Name

Date signed

Click or tap here to enter text.

Click or tap to enter a date.

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