



You can now apply for all *Land Act 1994* applications [online](#).

Part B – Form LA31

Extension of a Rolling Term Lease Application

Land Act 1994

Requirements

1. Use this application form to apply for an Extension of a Rolling Term Lease.
2. Please read the respective [Extension of a rolling term lease](#) guide, which includes application restrictions. The content on this page may help you decide if this application form applies to you and your needs. It will also help guide you through the application process.
3. Payment of the prescribed Application fee per title reference. A refund of application fees will not be given. Details of fees are available on the [Department of Natural Resources and Mines, Manufacturing and Regional and Rural Development](#) website or contact your nearest [business centre](#) or call [13 QGOV \(13 74 68\)](#).
4. **Part A online form:** [Contact and land details](#) or Part A - [Contact and land details](#) (PDF) 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.

Important information

7. For detailed information and to ensure you complete the correct application form, we encourage you to arrange a prelodgement meeting and refer to the *Land Act 1994*. Contact your nearest [business centre](#) to arrange a meeting.
8. A term lease is a rolling term lease if any of the following circumstances apply to it:
 - the lease is for tourism purposes for land on a regulated island;
 - the lease includes tidal water land used for tourism (and it has been approved as a rolling term lease), and it's the subject of a covenant that means the lease may only transfer if the adjoining tourism lease is also transferred;
 - the lease is used for agriculture, grazing or pastoral purposes, and is either:
 - rural leasehold land of 100 hectares or more
 - rural leasehold land with an area of less than 100 hectares which has been approved as a rolling term lease
 - not rural leasehold land within a nature conservation area or specified national park.
 - another provision of this Act provides the lease is a rolling term lease.
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](#) provides a schedule of regulated islands.
11. An extension application may be made once only 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.

Information and Data collection

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@nrmmrd.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](#) page <<https://www.nrmmrd.qld.gov.au/legal/privacy>>.

Office Use Only	Extension of a Rolling Term Lease	 9 311662 202802
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1. Enter the description of the land for which the application is being lodged.			go to 2
Schedule 1 You must enter either the Lot on Plan or Title Reference of the land for which the application is being lodged.			
Lot	Plan	Title Reference	
The details of the land can be found on a current title search of the land or on your rates notice. If insufficient space, please add additional description as an attachment.			

2. The application is for a lease that:	
☐ Is for grazing, agricultural or pastoral purposes and is rural leasehold land with an area of 100ha or more	go to 3
☐ Is for tourism purposes for land on a regulated island!	go to 3
☐ Includes tidal water land used to facilitate tourism and it is approved as a rolling term lease and it is the subject of a covenant for transfer	go to 3
☐ Is for grazing, agricultural or pastoral purposes and is not rural leasehold land and is not within a nature conservation area or specified national park	go to 3
☐ Is for grazing, agriculture, or pastoral purposes and is rural leasehold land with an area of less than 100ha which has been approved as a rolling term lease	go to 3
☐ another provision of this Act provides the lease is a rolling term lease	go to 3
☐ None of the above	application cannot be considered
The Land Regulation 2020 provides a schedule of Regulated Islands.	

3. What is the expiry date of the lease?	
/ /	go to 4
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 (07) 3497 3479 , visiting the Titles Queensland website (and select 'Searches').	
An extension application may be made once only at any time during the current term of the lease .	

4. Is there currently any outstanding rent to be paid on any lease in Schedule 1?	
☐ Yes	go to 5
☐ No	go to 5
If YES , an application may not be processed if payment of rent under the lease is in arrears, refer to section 420C of the Land Act 1994 .	

5. Have you made a previous application for extension of this rolling term lease?

☐

Yes

go to 6

☐

No

go to 9

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 or arrangements in place for using 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?

5

Yes

go to 11

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 this website – [Survey and Plan Requirements](#).

11. I am aware that an extension of my rolling term lease may require the current conditions of lease to be modernised. This will include current imposed and regulated conditions as stated in the *Land Act 1994* and Land Regulation 2020

Yes

go to 12

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

go to 13

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

[illegible]

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.

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

- ☐ Application Fee
- ☐ Part A online form – Contact and Land details or Part A – Contact and Land details (PDF)
- ☐ 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.

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 names of each registered lessee/s as it appears on the title with Titles Queensland.

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

Registered Lessee/s
(Full Name/s)

Signature of applicant/s (or their legal practitioner)

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 practitioner of the applicant is signing as the applicant, then the legal practitioner's full name must be printed immediately below the signature.