

**Manitoba Infrastructure & Transportation –  
Application for Lease/Purchase /Licence of Occupation  
(under The Crown Lands Act c.C340)**

Please check one (√)

- Lease  
 Purchase



Crown Lands & Property Agency  
First Come First Served Cottage Lot  
Program

**1 (a) PRIMARY APPLICANT (Individual):**

(Go to 1(b) if a Corporation or Government Department/Agency)

Name

\_\_\_\_\_ Mr. / Ms. / Mrs. /Dr.                      LAST (Please Print)                      FIRST                      MIDDLE (no initials)

Mailing Address

\_\_\_\_\_  
\_\_\_\_\_ Postal Code \_\_\_\_\_

Telephone: Home: \_\_\_\_\_ Work: \_\_\_\_\_ Fax No. \_\_\_\_\_

E-mail address: \_\_\_\_\_ Name of Employer: \_\_\_\_\_

GST Registration No. \_\_\_\_\_ Are you a resident of Manitoba? Yes  No  Canada: Yes  No

Proof of Manitoba residency \_\_\_\_\_

**SECONDARY APPLICANT (If applicable):**

Name

\_\_\_\_\_ Mr. / Ms. / Mrs. /Dr.                      LAST (Please Print)                      FIRST                      MIDDLE (no initials)

Mailing Address (if different from above): \_\_\_\_\_

\_\_\_\_\_ Postal Code \_\_\_\_\_

Telephone: Home: \_\_\_\_\_ Work: \_\_\_\_\_

E-mail address: \_\_\_\_\_ Name of Employer: \_\_\_\_\_

GST Registration No. \_\_\_\_\_ Are you a resident of Manitoba? Yes  No  Canada: Yes  No

Proof of Manitoba residency \_\_\_\_\_

If two applicants – Please Specify:

Specify:  As Joint Tenants – Referred to as the Law of Survivorship - Upon the death of one, the remaining Tenant acquires ownership. Property does not form part of the Estate of the Deceased.

As Tenants in Common - Law of Survivorship does not apply. Upon the death of one, the property does not automatically go to the remaining Tenant.

1(b) CORPORATE OR GOVERNMENT APPLICANT

Registered Name: \_\_\_\_\_ Phone No: \_\_\_\_\_ Fax No. \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Authorized Signing Officers: \_\_\_\_\_  
(Please print) (Include Current Copy of Certificate of Status (if applicable).)

Type of Organization:  Corporation  Government Department  Government Agency  Other \_\_\_\_\_

2 LOCATION AND LEGAL DESCRIPTION OF LAND APPLYING FOR:

Lot or Parcel No. \_\_\_\_\_ Block No. \_\_\_\_\_ Plan No. \_\_\_\_\_ LTO \_\_\_\_\_

Name of Subdivision: \_\_\_\_\_

The lot is within a Provincial Park

3 OTHER REQUIREMENTS

The appropriate application fee must accompany this application. If this application is approved, additional fees may be charged for preparation of documents and other administrative services in accordance with the Administration Fee Regulation under The Crown Lands Act.

4 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, 17<sup>th</sup> Floor, 215 Garry Street, Winnipeg MB R3C 3Z1 phone: (204)945-3881

5 NOTES TO APPLICANT(S)

1. Separate applications and fees are required for each separate or surveyed parcel of land.
2. Applicable fees MUST accompany this form.
3. Forms that have not been completed in full will be returned.
4. A maximum of two (2) individuals are permitted to be named as holders of a permit, lease or license for Crown Land.

6 DECLARATION FOR APPLICANTS

Definitions:

“Employee” means a person employed in the departments of Manitoba Conservation, Manitoba Agriculture Food & Rural Initiatives, or Manitoba Infrastructure & Transportation, and includes casual, departmental, part-time, term, and regular employees.

“Immediate Family Member” of an Employee or Officer means his or her mother, father, brother, sister, son, daughter, spouse, common-law partner, ward, or relative permanently living in the Employee’s or Officer’s household.

“Officer” means a person who holds an office under The Crown Lands Act.

**6 (a) DECLARATION PRIMARY APPLICANT – please complete this section**

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

Are you: - An Employee of Manitoba Conservation?  Yes  No  
- An Employee of Manitoba Agriculture and Food?  Yes  No  
- An Employee of Manitoba Infrastructure & Transportation?  Yes  No

Do you: Hold an office under The Crown Lands Act?  Yes  No

Are you: - An Immediate Family Member of an Employee or Officer of Manitoba Conservation?  Yes  No  
- An Immediate Family Member of an Employee or Officer of Manitoba Agriculture and Food?  Yes  No  
- An Immediate Family Member of an Employee or Officer of Manitoba Infrastructure & Transportation?  Yes  No

If yes: Name of Employee \_\_\_\_\_  
Relationship to Primary Applicant: \_\_\_\_\_

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, and that I will not commence any construction development on the site until I have received written approval of this application.

\_\_\_\_\_  
Witness Signature

\_\_\_\_\_  
Signature of Primary Applicant

\_\_\_\_\_  
Witness Name (printed)

\_\_\_\_\_  
Date

**6 (b) DECLARATION – SECONDARY APPLICANT (if applicable)**

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

Are you: - An Employee of Manitoba Conservation?  Yes  No  
- An Employee of Manitoba Agriculture and Food?  Yes  No  
- An Employee of Manitoba Infrastructure & Transportation?  Yes  No

Do you: Hold an office under *The Crown Lands Act*?  Yes  No

Are you: - An Immediate Family Member of an Employee or Officer of Manitoba Conservation?  Yes  No  
- An Immediate Family Member of an Employee or Officer of Manitoba Agriculture and Food?  Yes  No  
- An Immediate Family Member of an Employee or Officer of Manitoba Infrastructure & Transportation?  Yes  No

If yes: Name of Employee \_\_\_\_\_  
Relationship to Secondary Applicant: \_\_\_\_\_

**(A separate form of declaration may be required to be completed by the Employee).**

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, and that I will not commence any construction development on the site until I have received written approval of this application.

\_\_\_\_\_  
Witness Signature

\_\_\_\_\_  
Signature of Secondary Applicant

\_\_\_\_\_  
Witness Name (printed)

\_\_\_\_\_  
Date

**6 (c) DECLARATION - PRIVATE CORPORATE APPLICANTS must answer the following questions:**

Is any shareholder of the applicant corporation:

- An Employee of Manitoba Conservation?  Yes  No
- An Employee of Manitoba Agriculture & Food?  Yes  No
- An Employee of Manitoba Infrastructure & Transportation?  Yes  No
- An Officer under *The Crown Lands Act*  Yes  No

Is any shareholder of the applicant corporation:

- An Immediate Family Member of an Employee or Officer of Manitoba Conservation?  Yes  No
- An Immediate Family Member of an Employee or Officer of Manitoba Agriculture & Food?  Yes  No
- An Immediate Family Member of an Employee or Officer of Manitoba Infrastructure & Transportation?  Yes  No

**If yes:** Name of Employee \_\_\_\_\_ Relationship to Shareholder: \_\_\_\_\_

**(A separate form of declaration may be required to be completed by the Employee).**

**If the answer to any questions under 6c) is "No", the following undertaking is applicable and the applicant corporation agrees to comply with it: The applicant corporation hereby undertakes not to permit any of its shares to be issued or transferred to an Employee or Officer or Immediate Family Member, as defined herein, without first obtaining the approval of Manitoba.**

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

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, and that I will not commence any construction development on the site until I have received written approval of this application.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Authorized Signing Authority

**Fees:**

Lease - \$105.00  
Purchase - \$105.00  
Licence of Occupation \$10.81  
**(includes 5% GST)**

**Submit Application and Fees to:**

Manitoba Conservation  
200 Saulteaux Crescent  
Winnipeg, Manitoba  
R3J 3W3

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

**Inquiries/Assistance:**

Manitoba Conservation  
200 Saulteaux Crescent  
Winnipeg, Manitoba  
R3J 3W3

Phone (Toll Free): 1-800-214-6497

Phone (Winnipeg) 945-6784

**Regional Land Managers (MB Conservation):**

- Interlake & Red River Region - Gimli: (204) 642-6074
- Eastern Region – Lac du Bonnet: (204) 345-1452
- Western Region – Dauphin: (204) 622-2103
- Northwest Region – The Pas: (204) 627-8252
- Northeast Region – Thompson: (204) 677-6828
- Parks – Winnipeg: (204) 945-4545

FOR LANDS/PARKS/CLPA USE ONLY:

CQ/MO/CA\$ \_\_\_\_\_ MRO \_\_\_\_\_

CD: \_\_\_\_\_ CN: \_\_\_\_\_

Rev Code: \_\_\_\_\_

Signature: \_\_\_\_\_

Parcel ID # \_\_\_\_\_

Disposition Type & # \_\_\_\_\_

FOR CASHIER USE ONLY:

(Rev Code 880400)