

LESSEE APPLICATION FORM
REQUEST FOR APPROVAL FOR WORK ON LEASED LAND



Landlord Approval for proposed works on leased properties will be considered once both pages of this Form have been **fully completed, signed by authorised office bearers of all groups who are a party to the lease, and returned to Council**. Upon receipt of the signed Form, and any other information requested, consideration of your request will be made and you will be contacted as soon as possible to advise whether Landlord approval has been granted.

Please complete **all sections** of this Form and return to Council to confirm you have **read, understood and agree** to fully comply with all conditions. Written advice **must** be provided to support any conditions marked as 'NO'.

Name/s of lessee organisation/s:
Contact details:
Postal Address:
Email:
Contact Number:
Lot on Plan & Address of leased land:
Description of proposed works (site plan / sketches to be attached if applicable):
Need for / Benefit of Proposed work:

CONDITION	AGREE & ACCEPT
The conditions within the Form relate to the granting of Landlord Approval only, and will not be construed as approval for work to be undertaken on our leased property. I/We note that Landlord approval provides in principle approval , subject to all other approvals being obtained, and all relevant conditions being met	YES <input type="checkbox"/> / NO <input type="checkbox"/>
I/We note that Landlord Approval will not be granted or will be withdrawn if there are any outstanding matters relating to our lease, including, but not limited to, overdue payment of fees, rates or other costs, or non-compliance with any conditions within the lease, as at the date on this Form or at any time prior to completion of proposed works	YES <input type="checkbox"/> / NO <input type="checkbox"/>
All proposed works will be undertaken at no cost to Council, and I/We note that Council will not reimburse any monies spent on the work and/or maintenance of any improvements, building extensions or other works should the improvements/building works incur any damage and/or should we vacate the leased land in the future	YES <input type="checkbox"/> / NO <input type="checkbox"/>
Council's Development Services section will be contacted for confirmation as to whether any Development/Building and/or Certification approvals are required for the proposed work and/or for the resultant improvements on or to the leased land prior to commencement of any work . Refer queries to: Development.EnquiriesCRM@frasercoast.qld.gov.au	YES <input type="checkbox"/> / NO <input type="checkbox"/>
The conditions of any Development/Building, Certification or other approvals required will be met prior to the commencement of the work. Refer to Council's website: https://www.frasercoast.qld.gov.au/building-approval-requirements	YES <input type="checkbox"/> / NO <input type="checkbox"/>
Council's Development Services section will be contacted for confirmation as to whether any approvals must be obtained prior to the removal of any vegetation, including native fauna which may be present . Refer queries to: Development.EnquiriesCRM@frasercoast.qld.gov.au	YES <input type="checkbox"/> / NO <input type="checkbox"/>

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CONDITION	AGREE & ACCEPT
All work will be carried out in accordance with the Work Health and Safety Act 2011	YES <input type="checkbox"/> / NO <input type="checkbox"/>
All work will be supervised and/or carried out by suitably qualified/licenced professionals	YES <input type="checkbox"/> / NO <input type="checkbox"/>
A contaminated land search, 'dial before you dig', and other due diligence activities will be undertaken prior to any work commencing which disturbs the ground	YES <input type="checkbox"/> / NO <input type="checkbox"/>
All appropriate due diligence activities will be undertaken prior to any work commencing which may involve hazardous substances, e.g. asbestos, or dangerous work, e.g. live power	YES <input type="checkbox"/> / NO <input type="checkbox"/>
Council is indemnified from any claims arising as a result of this approval, the proposed work or resultant improvements on or to the leased land	YES <input type="checkbox"/> / NO <input type="checkbox"/>
All proposed improvements, building extensions or other proposed works are directly related to the Permitted Use within our lease on the leased land to benefit us as the lessee and not for the benefit of any other party	YES <input type="checkbox"/> / NO <input type="checkbox"/>
All proposed improvements, building extensions or other proposed works will be contained wholly within our leased area, including any above ground improvements e.g. awnings etc	YES <input type="checkbox"/> / NO <input type="checkbox"/>
All improvements, building extensions or other proposed works will be constructed in keeping with the amenity and aesthetics of existing buildings/improvements within the lease land	YES <input type="checkbox"/> / NO <input type="checkbox"/> N/A <input type="checkbox"/>
I/We will ensure that adequate insurances are in place to cover all proposed works, personnel and any damage or injury that may occur during the work or subsequent use of the property	YES <input type="checkbox"/> / NO <input type="checkbox"/>
Any damage caused during the proposed work or use of the resultant improvements on or to the leased land will be rectified immediately at no cost to Council	YES <input type="checkbox"/> / NO <input type="checkbox"/>
I/We will contact the relevant authorities for confirmation as to whether any approval for work on Heritage listed facilities is required, and if so, I/we will meet all Heritage requirements prior to commencing work . Refer queries to: Development.EnquiriesCRM@frasercoast.qld.gov.au	YES <input type="checkbox"/> / NO <input type="checkbox"/> N/A <input type="checkbox"/>
I/We note that a copy of this Form may be provided to other Council officers or relevant authorities and who may contact me/us regarding the proposed works	YES <input type="checkbox"/> / NO <input type="checkbox"/>
If the works approved are not completed within 2 years from the date on this Form , I/We will contact Council prior to proceeding , to again seek Landlord approval, to ensure that appropriate conditions of Landlord approval are in place at that time. I/We note that this condition is applicable even if any or all relevant approvals have been obtained	YES <input type="checkbox"/> / NO <input type="checkbox"/>
I/We have attached written advice to support all responses marked as 'NO'	YES <input type="checkbox"/> / NO <input type="checkbox"/> N/A <input type="checkbox"/>

EXECUTION:

I/We hereby certify that I/we am/are the authorised representative/s of the lessee/s of the land identified in this Form and that I/We have authority to sign this Form behalf of the lessee/s.

NAME:.....

SIGNATURE:

ORGANISATION:

POSITION:

.....

DATE:

NAME:.....

SIGNATURE:

ORGANISATION:

POSITION:

.....

DATE:

Affix group/s seal/s here if applicable: