**Application for Partial Assignment of Disposition**

**If the disposition is to be divided and assigned a Partial Assignment is required.**

**Farm Development Lease (FDL), Grazing Lease (GRL) and Grazing Licence (FGL)**

**Submission of an Application for Assignment does not grant any authority to the Assignee to occupy the lands until approval has been given by the department.**

**The current disposition holder is responsible for the rent and taxes until all parties to the assignment have been notified by the department, in writing, that the rights and responsibilities have been transferred.**

Forms can be found under “Agriculture” at:

<https://www.alberta.ca/alberta-environment-and-parks-land-forms.aspx?utm_source=redirector>

**Departmental forms must be used. Do not make any changes to the documents.**

**The following items are required for every partial assignment of a lease or licence:**

* **Application for Partial Assignment of Disposition** form, properly executed by all parties, “consideration” must be stated (eg: $1.00). If not fully completed the assignment will be rejected.
* **Statutory Declaration** (Individual or Corporation) completed by the Assignee, Witness and Commissioner for Oaths.
* **Payment of all arrears** owing to the Department by any party to the assignment.
* **Verification from the taxing authority** that all taxes have been paid, in writing.
* **Encumbrances must be removed** (relating to registered Conditional Surrender of Lease).
* **Complete copy of the current lease agreement**. If one cannot be supplied to the Department, a copy may be obtained from the department (no fee).
* **Assignment fee, Digital Mapping fee and Amended Mapping fee:** Make cheque or money order payable to **Government of Alberta.**

**ASSIGNMENT FEES:** As defined in the *Ministerial Order 01/2020 Public Lands Fees, Rents and Other Amounts Payable Order*.

* **Assignment fee**: **$3,150 (no GST) non-refundable**
* **Digital Mapping fee** for new disposition: $125 (no GST)
* **Amended Mapping fee** for original disposition: $50 (no GST)

**ESTATE ASSIGNMENT:**

* Copy of Letters Probate and copy of Will.
* Letters of Administration and Death Certificate.

**CORPORATE ASSIGNMENT:** From individual to corporation or from corporation to corporation

* A statement from an officer of the corporation indicating the names, addresses, citizenship and number of shares held by all of the shareholders. The majority of shares must be owned by Canadian citizens residing in Alberta.
* Evidence showing that the corporation is registered under the *Business Corporations Act* of Alberta, or incorporated under the laws of Canada and a certificate of status.

If you have any questions call Public Lands Disposition Management Section, Agriculture Assignment Unit, (toll free) 310-0000 or email: AgricultureAssignUnit-Mailbox@gov.ab.ca

Refer to the *Public Lands Act* (PLA) Section 113 to 117 and *Public Lands Administration Regulations* (PLAR) Sections 153 to 159. Acts and regulations are available from Queen’s Printer or online at: <http://www.qp.alberta.ca/Laws_Online.cfm>

Phone: (780)427-4952, Fax: (780) 452-0668, E-mail: qp@gov.ab.ca

**Application for Partial Assignment of Disposition**

**Between**

(hereinafter called the **"Assignor"**)

(Assignor: all names that are on current agreement)

**- and -**

(hereinafter called the **"Assignee"**)

(Assignee: all names to be stated on agreement)

[ ]  Joint Tenants **or** [ ]  Tenants in Common (enter percentage for each Assignee if Tenants in Common)

The assignor, being the holder of       (Type of Disposition)

No.       (Disposition number) in consideration of the sum of $       (must be at least $1.00).

payment of which is hereby acknowledged by the Assignor(s), hereby assigns

      (Legal Description)

and the Assignee(s) hereby accept and agree to be bound by this assignment.

Dated this       day of       , 20

 (Witness) (Assignor)

 (Witness) (Assignor)

 (Witness) (Assignor)

 (Witness) (Assignor)

 (Witness) (Assignee)

 (Witness) (Assignee)

 (Witness) (Assignee)

 (Witness) (Assignee)

**NOTE: The affidavits of execution overleaf must be completed unless executed under corporation seal.**

#### Affidavit of Execution

 **CANADA**  I,

 Name of Witness

 **PROVINCE** **OF** **ALBERTA**

 of the

 **TO** **WIT:**

 in the Province of Alberta, make oath and say/

do hereby solemnly affirm and declare:

1. THAT I was personally present and did see

 named in the within Instrument who is (are) personally known to me to be the person(s) named therein, duly sign and execute the same for the purpose named therein;

2. THAT the same was executed at the       of

 in the Province of Alberta and that I am the subscribing witness thereto;

3. THAT I know the said       and

 is (are) in my belief of the full age of eighteen years.

 **SWORN/AFFIRMED** before me at

 in the Province of Alberta

 this       day of       , 20      Signature of Witness

Commissioner for Oaths in and for the Province of Alberta Printed or stamped name of Commissioner for Oaths

My appointment as Commissioner for Oaths terminates:

#### Affidavit of Execution

 **CANADA**  I,

 Name of Witness

 **PROVINCE** **OF** **ALBERTA**

 of the

 **TO** **WIT:**

 in the Province of Alberta, make oath and say/

do hereby solemnly affirm and declare:

1. THAT I was personally present and did see

 named in the within Instrument who is (are) personally known to me to be the person(s) named therein, duly sign and execute the same for the purpose named therein;

2. THAT the same was executed at the       of

 in the Province of Alberta and that I am the subscribing witness thereto;

3. THAT I know the said       and

 is (are) in my belief of the full age of eighteen years.

**SWORN/AFFIRMED** before me at

in the Province of Alberta

this       day of       , 20      Signature of Witness

Commissioner for Oaths in and for the Province of Alberta Printed or stamped name of Commissioner for Oaths

My appointment as Commissioner for Oaths terminates: