

Application for deferral of rent or instalment

Part B

Application form requirements

1. This application is for deferral of rent or instalment.
2. Read the respective Deferring your rent or instalment - [Guide](#) that includes application restrictions.
3. Payment of the prescribed [Application fee](#), if relevant. A refund of application fees will not be given. (Details of fees are available on the Department of Natural Resources, Mines and Energy (DNRME) website at <https://www.dnrme.qld.gov.au> or from a regional [DNRME business office](#))
4. Any additional information to support application.
5. **Part A:** [Contact and land details form](#) will need to be completed and submitted with your 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.
7. Prior to lodging your application, the Department encourages the applicant to have a pre-lodgement meeting with a DNRME officer who will provide additional information in relation to native title, expected timeframes, anticipated costs and to ensure the application will achieve your desired outcome.

Important information

8. Applications for deferral of rent or instalment can only be lodged if you hold a term, perpetual or freehold lease or licence. It does not apply if you hold a permit to occupy.
9. To be eligible, the department must consider that you are suffering financial hardship as a result of:
 - the effects of drought, flood, fire or disaster, or
 - economic recession, or
 - a severe downturn in the level of markets related to the purpose of the lease.
10. The lessee or licensee may be required to provide returns and financial statements to assist in assessing the application or alternatively, if applicable, evidence that the applicant is receiving financial assistance under a state or commonwealth scheme relating to the hardship, but only where financial hardship was assessed as part of qualifying for that assistance.
11. All information you provide is confidential.
12. If you are assessed as eligible, your rent or instalments may be deferred. While the deferral is in place, no penalty interest will accrue for the approved period to enable you to pay the account off. Once the deferral expires, interest will again accrue until such time as the account is paid or a further deferral application is made and approved (if eligible).
13. All approved deferrals will be reviewed to ensure the circumstances are still current.
14. **Note: If a lease or licence is transferred, a deferral of rent or instalments stops from the day of the transfer settlement and all outstanding monies must be paid.**
15. Information on this form and any attachments is being collected to process and assess your application under the [Land Act 1994](#). The consideration of your application may involve consultation and if so, details of your application may be disclosed to third parties. They will not be otherwise disclosed outside the department unless required or authorised by law.

1. The application is for deferral of rent/instalment of a: Term or Perpetual lease
 Licence
 Freeholding lease **go to 2**

2. Have you made a previous application for deferral of rent/instalment? Yes **go to 3** No **go to 6**

3. Was this application refused? Yes **go to 4** No **go to 6**

4. Has there been any change in circumstances from the previous application, which may lead to this application being accepted for further consideration? Yes **go to 5** No **go to 6**

Your application may be refused if circumstances have not changed.

5. Provide details of the change in circumstances from the previous application.
 (If there is insufficient space, please lodge as an attachment)

go to 6

6. What is the date the rent/instalment is due?

d	d	m	m	y	y	y	y

go to 7

7. Provide details of the current use of land e.g. grazing
 (If there is insufficient space, please lodge as an attachment)

go to 8

8. The grounds for hardship are: Drought, flood, fire, disaster
 Economic recession
 Severe downturn in the market for the industry **go to 9**

9. Are you receiving financial assistance under a state or commonwealth scheme? Yes **go to 15** No **go to 10**

Evidence that you are receiving financial assistance under a state or commonwealth scheme relating to the hardship must accompany this application.

10. Provide details of any other income (If there is insufficient space, please lodge as an attachment)

go to 11

11. Do you have other sources of investment and/or business income? Yes **go to 12** No **go to 13**

12. Provide details of other sources of investment and/or business income. (optional)
(If there is insufficient space, please lodge as an attachment)

go to 13

13. Is Finance available from your financier or other financial institution? Yes **go to 14** No **go to 14**

14. Are you receiving assistance from the Queensland Rural Adjustment Authority? Yes **go to 15** No **go to 15**

15. Provide details of any additional information to support the application. (optional)
(If there is insufficient space, please lodge as an attachment)

go to 16

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.

16. Tick the box to confirm the attachments for part of the application.

Part A – Contact and Land details form

a letter is attached from financier or other financial institution (if applicable)

a letter is attached from the Queensland Rural Adjustment Authority (if applicable)

evidence that you are receiving financial assistance under a state or commonwealth scheme (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.

Declaration

I certify that I have read the information which forms part of this application and the information I have provided is true and accurate.

Signature of applicant (or their legal representative)

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