

Real Estate Services Branch
First-Come, First-Served Cottage Lot Program
Application for Lease/Purchase
(under *The Crown Lands Act* c.C340)

Please check one (✓)

- ☐ Lease
☐ Purchase

Lease - \$100 (plus GST)
Purchase - \$100 (plus GST)



Received by Mail: ☐

Received in Person: ☐

1(a) PRIMARY APPLICANT (Individual):

(Go to 1(c) if a Corporation)

Name: _____

LAST (Please Print)

FIRST

MIDDLE (no initials)

Mailing Address: _____ Postal Code: _____

Phone No: (Work): _____ (Home/Cell): _____

E-mail address: _____ Name of Employer: _____

GST Registration No.: _____ Are you a resident of Manitoba?: Yes ☐ No ☐ Canada: Yes ☐ No ☐

Are you over 18? Yes ☐ No ☐ Proof of age and Manitoba residency: MB Driver's License ☐ **or** MB Health Card ☐
(please attach a photocopy of your license or health card with application if submitting by mail)

Office Use Only: Proof of age and Manitoba residency verified by: _____

1(b) SECONDARY APPLICANT (If applicable):

Name: _____

LAST (Please Print)

FIRST

MIDDLE (no initials)

Mailing Address (if different from above): _____ Postal Code: _____

Phone No: (Work): _____ (Home/Cell): _____

E-mail address: _____ Name of Employer: _____

GST Registration No.: _____ Are you a resident of Manitoba?: Yes ☐ No ☐ Canada: Yes ☐ No ☐

Are you over 18? Yes ☐ No ☐ Proof of age and Manitoba residency: MB Driver's License ☐ **or** MB Health Card ☐
(please attach a photocopy of your license or health card with application if submitting by mail)

Office Use Only: Proof of age and Manitoba residency verified by: _____

If two applicants – Please Specify:

Specify: ☐ **As Joint Tenants** – Two or more people who hold an undivided equal interest in the entire property; after death, the survivor acquires the deceased's interest.

☐ **As Tenants in Common** – Two or more people who each have an undivided interest in the property; each of them may occupy all the land in common with the others. Each tenant may dispose of their interest by will or deed. There is no right of survivorship as in a joint tenancy.

FOR LANDS/PARKS/CLPA USE ONLY:

CQ/MO/CA\$ _____ MRO _____

CD: _____ CN: _____

Rev Code: _____

Signature: _____

Parcel ID # _____

Disposition Type & # _____

FOR CASHIER USE ONLY:

Crown Lands: 8-50
Parks: C-50-1

1(c) CORPORATE APPLICANT (If applicable):

Registered Name: _____ Phone No.: _____ Fax No.: _____

Mailing Address: _____

Authorized Signing Officers: _____
(Please print) (Attach a Current Copy of Certificate of Status, if applicable)

Type of Organization: ☐ Corporation ☐ 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*.

Lawyer Contact Information (For Purchases Only)

(The land transfer document will be sent through a designated lawyer to file the transfer document and a Property Registry Application with the Land Title Office to register the title.)

Lawyer Name: _____ Law Firm Name: _____

Phone No.: _____ Fax No.: _____

Mailing Address: _____

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, 17th 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 APPLICANT(S)

Definitions:

Employee - is a person employed in the departments (as listed below) and includes seasonal, casual, departmental, part-time, term, and regular employees.

Immediate Family Member - is an employee's parent, sibling, offspring, spouse, common-law partner, ward, or relative permanently living in the employee's household.

Senior Public Executive - is a person employed as:

- a) the Clerk of the Executive Council;
- b) a deputy minister;
- c) an assistant deputy minister;
- d) a person in a prescribed senior executive position, this includes:
 - i. an associate deputy minister;
 - ii. the Provincial Comptroller appointed under subsection 13(1) of *The Financial Administration Act*;
 - iii. any other position classified in the executive officer series; or
- e) in respect of a prescribed reporting organization, a chairperson, president, vice-president, chief executive officer or deputy chief executive officer or other person in a prescribed senior executive position, in the organization, including:
 - i. Manitoba Hydro;
 - ii. the Manitoba Liquor and Lotteries Corporation;
 - iii. the Manitoba Public Insurance Corporation;
 - iv. Efficiency Manitoba.

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

(including any unincorporated business entity).

I am an employee or an immediate family member of an employee, in the following parts of the Government of Manitoba:

Name of Branch/Department:	Employee in:	Immediate Family Member of an Employee in:
Real Estate Services Branch Consumer Protection and Government Services	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Conservation Officers Service Economic Development, Investment, Trade and Natural Resources	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Parks Branch Environment and Climate Change	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Land Use and Ecosystem Resilience Branch Agriculture	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Lands and Planning Branch Economic Development, Investment, Trade and Natural Resources	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Minister Government of Manitoba	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Senior Public Executive (as described above in Section 8)	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

If you answered "**Yes**" in the Immediate Family Member of an Employee column above, please provide the following:

Name of the 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" is to be over 18 years of age, non-relative, and NOT be named as an applicant.

Witness Signature

Signature of Primary Applicant

Witness Name (printed)

Date

6(b) DECLARATION OF SECONDARY APPLICANT (if applicable)– please complete this section
(including any unincorporated business entity).

I am an employee or an immediate family member of an employee, in the following parts of the Government of Manitoba:

Name of Branch/Department:	Employee in:	Immediate Family Member of an Employee in:
Real Estate Services Branch Consumer Protection and Government Services	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Conservation Officers Service Economic Development, Investment, Trade and Natural Resources	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Parks Branch Environment and Climate Change	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Land Use and Ecosystem Resilience Branch Agriculture	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Lands and Planning Branch Economic Development, Investment, Trade and Natural Resources	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Minister Government of Manitoba	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Senior Public Executive (as described above in Section 8)	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

If you answered "**Yes**" in the Immediate Family Member of an Employee column above, please provide the following:

Name of the Employee: _____ Relationship to Secondary 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" is to be over 18 years of age, non-relative, and NOT be named as an applicant.

Witness Signature

Signature of Secondary Applicant

Witness Name (printed)

Date

6(c) DECLARATION – PRIVATE CORPORATE APPLICANTS (if applicable) – please complete this section

Is any shareholder of the Applicant Corporation an employee of, or an immediate family member of an employee, in the following parts of the Government of Manitoba:

Name of Branch/Department:	Employee in:	Immediate Family Member of an Employee in:
Real Estate Services Branch Consumer Protection and Government Services	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Conservation Officers Service Economic Development, Investment, Trade and Natural Resources	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Parks Branch Environment and Climate Change	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Land Use and Ecosystem Resilience Branch Agriculture	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Lands and Planning Branch Economic Development, Investment, Trade and Natural Resources	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Minister Government of Manitoba	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Senior Public Executive (as described above in Section 8)	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

If you answered "Yes" in the Immediate Family Member of an Employee column above, please provide the following:

Name of the Employee: _____ Relationship to Applicant: _____

A separate form of declaration may be required to be completed by the applicant's corporate secretary and by one or more of its shareholders.

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" is to be over 18 years of age.

Date

Signature of Authorized Signing Authority
Printed Name: _____

Date

Witness (Not required if Sealed)

Fees:

Lease - \$100.00 (plus GST)

Purchase - \$100.00 (plus GST)

Submit Application and Fees to:

Cashier's Office

Rm. 118 – 1181 Portage Avenue

Winnipeg, MB R3G 0T3

Please do not send cash.

Cheque or money order should be made payable to:

Minister of Finance of Manitoba

Inquiries/Assistance:

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

Phone (Winnipeg): 204-945-6784

Crown Land Management Specialists:

Central Region 204-671-0382

Eastern Region 204-945-7781

Western Region 431-351-1401

Northwest Region 431-351-1285

Northeast Region 204-679-0987

Provincial Parks 204-945-4406