
Application for Farm Holdings Consolidation Program (FHCP) For land held under Grazing Lease (GRL) or Farm Development Lease (FDL) North of Hwy 16 only

INSTRUCTIONS / INFORMATION

This application enables the disposition holder of a GRL or FDL to apply to purchase up to 4 quarters or 640 acres of their disposition.

IMPORTANT: Completing this application requires the applicant to expend time and resources. However, approval is not guaranteed. The department is not liable for any of the applicant's associated costs. **Email addresses** for the applicants and their respective lawyer/s (if any) are required to complete this form.

Should the department decide that the lands are acceptable for sale, the department will notify the Applicant of its decision and any next steps.

The application form must be completed and signed by all holders of the disposition and submitted with all supporting documents via email to lands.sales@gov.ab.ca or mailed to the following address:

Alberta Forestry and Parks
Public Lands Disposition Management
ATTN: Sales Unit
5th floor, South Petroleum Plaza
9915 – 108 Street, Edmonton, Alberta T5K 2G8

The applicant will be notified of deficiencies in their application. If any identified deficiencies are not corrected and submitted to the department within 30 days of the Notification, the application will be rejected. Application fees for rejected applications are non-refundable.

APPLICATION REQUIREMENTS

The following items are required for every application. The Application as submitted must be complete and correct with all supporting documentation as specified below:

- 1) Payment of all arrears:** Ensure any debts owed to the Crown for more than 60 days are paid prior to submission. Note the department will review this statutory requirement based on the application date.

2) FEES:

All Application fees are non-refundable:

- Application Fee: \$1,050.00 plus GST

Acceptable forms of Payment:

- **Credit Card** (GPAS payment system): email your request to lands.billing@gov.ab.ca
 - When submitting your request for GPAS payment, you must provide the following information:
 - **Leaseholder name**
 - **Activity ID - PLS Number**; if no PLS Number is yet assigned to the application, the Activity ID must be listed as **PLS APPLICATION**
 - **Payment Amount**
 - **E-mail address of the person who will make the credit card payment.**
 - We will send a transaction request through our GPAS credit card payment system to the email address you have provided.
 - Once you have completed the payment, you will receive an automated email receipt for the amount.
- **Cheque or Money Order** made payable to [Government of Alberta](#) (with PLS# recorded thereon). Payments may be mailed to the Sales Unit at the address noted above on page 1.

STATEMENT REGARDING COLLECTION OF INFORMATION:

The personal information collected through the Application for Farm Holdings Consolidation Program will be used for the purpose of administering dispositions and managing use of Crown land under the *Public Lands Act* and associated regulations. This collection is authorized by section 4(c) of the *Protection of Privacy Act*. For questions about the collection of personal information, please email lands.records@gov.ab.ca or contact by mailing 5th Floor, South Petroleum Plaza, 9915-108 Street, Edmonton, Alberta, T5K 2G8.

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LEGAL REPRESENTATION (if any) – APPLICANT			
Firm:			
Lawyer's Name:		Address:	
City:	Province:	Postal Code:	
Email Address:		Phone	
APPLICANT (S)			
FOR CORPORATE APPLICANTS:			
If the Applicant is incorporated:			Select if Attached
<ul style="list-style-type: none"> attach a copy of the certificate of incorporation or evidence of corporate status 			
<ul style="list-style-type: none"> attach a list from an officer of the corporation of the names, addresses and citizenship status of the persons that hold shares in the corporation and the number of shares held by each person. 			
<ul style="list-style-type: none"> attach evidence that it is entitled to carry on business in Alberta, if incorporated somewhere other than Alberta. 			
<ul style="list-style-type: none"> attach a copy of the corporation's bylaws, if incorporated under the <i>Societies Act</i> or the <i>Cooperatives Act</i>. 			
1. Applicant's Full Legal Name		Applicant's Client ID:	
Address:		City:	Prov.:
Postal Code:	Phone:	Email:	
2. Applicant's Full Legal Name		Applicant's Client ID:	
Address:		City:	Prov.:
Postal Code:	Phone:	Email:	

For additional holders, please print or type the information as above on a plain sheet of paper and attach.

If any applicant(s) is an employee of the Government of Alberta, (excluding AHS employees) or a Member of the Legislative Assembly of Alberta, attach approval from the Deputy Minister relevant to the employee in accordance with the Code of Conduct & Ethics for the Public Service of Alberta.	Attached
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I request to have the following land(s), which are held under disposition, be made available for sale:

GRL _____ or **FDL** _____

Quarter	Section	Township	Range	Meridian	Ha/Acres

I attest that I am compliant with my disposition, the Public Lands Administration Regulation (PLAR), and the *Public Lands Act*. (PLA)

I attest that I am compliant with my disposition, the Public Lands Administration Regulation (PLAR), and the <i>Public Lands Act</i> . (PLA)	Yes	No
All property taxes owed to the municipality and any arrears (for example, Rent) on this disposition have been paid to date.	Yes	No
There are no outstanding Conditional Surrender of Lease (CSL), or any other lien or charge (Encumbrance) recorded against the disposition.	Yes	No
The applicant(s) agree to pay half the cost of a land value appraisal by an accredited appraiser contracted by Alberta Forestry and Parks, for land(s) made available for sale. I will be provided with a copy of the appraisal report.	Yes	No
The applicant(s) agree to have the above land(s) withdrawn from the disposition and the land offered for sale by competitive bid. The applicant(s) understand that they will have the opportunity to match the highest bid immediately after the sale has concluded.	Yes	No
The applicant(s) understand that the disposition will remain in effect until a sale agreement has been approved by the department. Signing this application relinquishes my ownership to the land being offered for sale outlined in this application.	Yes	No
The applicant(s), understand that fences and other removeable improvements owned by the applicant(s) are considered to be a removeable, and must negotiate their sale with the successful party or arrange removal of same.	Yes	No

SIGNATURES

Each Applicant acknowledges that the information contained in this application is true and complete and agrees to comply with all program requirements as stated above.

Applicant's Name	Applicant's Signature
1.	
2.	

Dated:

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OFFICE USE ONLY

Application requirements complete: Yes No	Date Reviewed:
Staff Name:	PLS Number:
Staff Position (Delegated Authority):	