



Application for Lease Transfer

READ INFORMATION ON REVERSE SIDE OF FORM BEFORE COMPLETING IT

ORIGINAL LESSEE	File No.:
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1 IDENTITY _____
NAME AND GIVEN NAME OF INDIVIDUAL OR COMPANY NAME (WRITE IN BLOCK LETTERS)

2 Complete only if lessee is a group of individuals, an association or a company.

REPRESENTED BY: _____
NAME AND GIVEN NAME OF REPRESENTATIVE FUNCTION

3 ADDRESS _____
(Lessee or representative)

Postal code: _____

4 MORTGAGEE

Are the buildings and structures erected or installed on the lot under mortgage? Yes No

In the affirmative, please indicate the name and address of mortgagee:

NAME _____

ADDRESS _____

 Postal code: _____

5 LAND FOR BUILDING COTTAGES

Was the land for which you are applying for a lease transfer awarded pursuant to the drawing of parcels of land for building cottages after October 1, 2010? Yes No

In the affirmative, please answer the following questions:

1 – What is the date of the first lease awarded following the drawing? _____
Yr Mo Day

2 – Is there a building with a minimum value of \$10,000 on this land? Yes No

3 – Was the building sold by judicial sale, for non-payment of taxes or for the exercise of a mortgage right? Yes No

4 – Does the request concern a lease transfer to your legal or de facto spouse, father, mother, brother, sister or child? Yes No

5 – Is the lease transfer requested pursuant to the lessee's death? Yes No

6 SWORN STATEMENT (S) (if request is transmitted by mail)

I or we hereby declare having read the information on the reverse side of this form and having provided accurate information, and I or we request the MRC Pontiac to proceed with the transfer of rental rights to the lease of the new lessee.

SIGNATURE _____
Yr Mo Day

SIGNATURE OF COMMISSIONNER OF OATH **Solemnly affirmed before me,**
at _____ this _____

NAME, GIVEN NAME AND NUMBER OF COMMISSIONNER OF OATH

NEW LESSEE

1 IDENTITY _____
NAME AND GIVEN NAME OF INDIVIDUAL OR COMPANY NAME (WRITE IN BLOCK LETTERS)

2 Complete only if lessee is a company.

REPRESENTED BY: _____
NAME AND GIVEN NAME OF REPRESENTATIVE FUNCTION

3 ADDRESS _____
(New lessee or representative)

Postal code: _____

4 TELEPHONE NUMBERS <small>(New lessee or representative)</small>	Home: _____	EMAIL: _____@_____
	Other: _____	

5 STATEMENT

I hereby declare having read the information provided on the reverse side of this form, and request the MRC Pontiac to issue a new lease in accordance with conditions in effect for the same land, which will be used for the same purposes.

SIGNATURE _____
Yr Mo Day

FOR MRC PONTIAC USE ONLY

(If application submitted in person)
 Verification of original identity documents Yes No

INFORMATION

1. Personal information is gathered for the application of laws, regulations and programs under the authority of the Minister of Natural Resources.
2. The lessee of a land under lease with the MRC Pontiac may ask that the rights included in his or her lease be transferred to a new lessee.
3. The seller and the buyer are responsible for conducting the transaction involving buildings and improvements; consequently, this form shall by no means serve as a sale contract. The seller and the buyer may, should they deem it necessary, consult a notary or a private lawyer.
4. Any lease and taxes amount due must be paid in full prior to transferring the lease. It is the original lessee's responsibility to pay any amount due to the MRC Pontiac prior to making the transfer. However, the new lessee, if he or she so wishes, may settle the original lessee's debt in order to use the land being transferred.
5. It is the responsibility of the original lessee and the new lessee to agree on the breakdown of the rent not accrued but paid by the original lessee. The MRC Pontiac shall pay no reimbursement to the original lessee; however it will credit any portion of the rent not accrued but paid by the original lessee from the date of entry into force of the new lease.
6. In compliance with section 29.1 of the Regulation respecting the sale, lease and granting of immovable rights on lands in the domain of the State, the lessee of land for building cottages, awarded by drawing of lots after October 1, 2010, may not transfer his or her rights in the lease for five (5) years following the date of the first lease; this does not apply if:
 - The lessee constructed a building of a minimum value of \$10,000 on the leased land;
 - The building on the leased land was sold by judicial sale, for non-payment of taxes or for the exercise of a mortgage right;
 - The transfer is made in favor of the lessee's legal or de facto spouse, father, mother, brother, sister or child, or following the lessee's death.
7. Once the transfer is made, the lease with the original lessee is cancelled and a new lease is concluded between the new lessee and the MRC Pontiac. The new lease shall be issued in compliance with the conditions prevailing at the time of its award.
8. If the original lessee has benefited from a rental increase spreading measure by virtue of section 28.4 of the Regulation respecting the sale, lease and granting of immovable rights on lands in the domain of the State, the said measure ends when the lease is awarded to the new lessee.
9. The new lease is issued to only one natural person or incorporated legal person. If the lessee is a group of individuals, the group must appoint a representative, and the lease will be issued in his or her name. It is the responsibility of the group members to agree on the person they should appoint as their representative.
10. The new lessee must pay the administrative charges related to the issuance of the new lease; these charges amount to \$343 plus GST plus QST (\$394.36) if the lease is issued for the same land and if the land will be used for the same purposes. Administrative charges are adjusted on April 1st each year according to the change in the average Consumer Price Index for the preceding year, based on the index established for the whole of Québec by Statistics Canada.
11. If the form is submitted in person to the office of the MRC Pontiac or its delegate, the "original lessee" or the "original lessee and the new lessee" must show an original identity card at the time of signature of the form at the office of the MRC Pontiac or its delegate.

If the new lessee sends the form by mail to the office of the MRC Pontiac or its delegate, or if he submits it in person thereto, the original lessee must first produce a sworn statement before a commissioner of oath, who will certify the authenticity of the original lessee's signature.

To find contact information for a commissioner of oath, consult the *Registre des commissaires à l'assermentation*, or contact Services Québec. Charges not exceeding \$5 may apply for every oath taken.
12. The signature of the lease by the new lessee automatically puts an end to the original lessee's commitment to the MRC Pontiac.
13. The form once completed and signed by the original lessee and the new lessee, must be returned to the MRC Pontiac situated:

602, Hwy 301, North
Campbell's Bay (Quebec) J0X 1K0