



Lac La Ronge Indian Band ALLOCATION LAW REGULATION

Enacted under the *Allocation Law*

2022-01

September 14, 2022

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PART 1 - INTRODUCTORY PROVISIONS

Short Title

1.1 This regulation may be cited as the *Allocation Law Regulation*.

Application

1.2 This regulation establishes the forms.

Definitions

1.3 In this regulation:

“law” means the *Lac La Ronge Indian Band Allocation Law*;

“form” means a form established under this regulation and includes any attachments to the form;

PART 2 - PRESCRIBED MATTERS

Forms

2.1 The forms numbered AR-01 to AR-03 in Schedule 1 are established and prescribed for the purposes of the *LLRIB Allocation Law*.

2.2 A form that is

- (i) an application to acquire a Residential or Recreational Land Lease under section 11.2 of the law must be in Form AR-01,
- (ii) a checklist to be completed by the Lands & Resources Department under section 11.7 of the law to assess an application to acquire a Residential or Recreational Land Lease must be in Form AR-02, and
- (iii) an application to assign a Residential or Recreational Land Lease under section 14.6 of the law must be in Form AR-03.

2.3 Every form must be executed and completed in compliance with the law, this regulation, and the instructions on the form, as applicable.

PART 3 - OTHER MATTERS

Coming into Force

- 3.1 This regulation shall come into force on the date that Chief and Council approve it at a duly convened meeting of Chief and Council.

BE IT KNOWN that this regulation entitled **Lac La Ronge Indian Band Allocation Law Regulation** is hereby enacted by a quorum of Council at a duly convened meeting of Council of the Lac La Ronge Indian Band held on the 14th day of September, 2022, and comes into force and effect on the 14th day of September, 2022.

| | |
|--|--|
|  Chief Tammy Miriam Cook-Searson |  Councillor Michael James Bird |
|  Councillor Jimmy Bryce Charles |  Councillor Linda Ann Mary Charles |
|  Councillor Gerald Robin McKenzie |  Councillor Keith Robert Mirasty |
|  Councillor Ann Rachel Ratt |  Councillor Devin Daniel Bernatchez |
|  Councillor Harry Sam Roberts |  Councillor John Patrick Roberts |
|  Councillor Norman Paul Ross |  Councillor Dennis Bruce Sanderson |
|  Councillor John Richard Halkett | |

Quorum of Council is 7.

SCHEDULE 1 - FORMS

AR-01 – LAND LEASE APPLICATION FORM

AR-02 – LAND LEASE APPLICATION CHECKLIST

**AR-03 – APPLICATION FOR ASSIGNMENT OF RESIDENTIAL OR RECREATIONAL
LAND LEASE**



AR-01 – LAND LEASE APPLICATION FORM

Date: _____

| Applicant(s): | | | | |
|---------------|-----------------|---------|-----------------|------------|
| Name | Mailing Address | Contact | Contact Phone # | Treaty No. |
| | | | | |
| Name | Mailing Address | Contact | Contact Phone # | Treaty No. |
| | | | | |

Please attach copies of the following with this application:

- ☐ Government-issued photo identification with birthdate
- ☐ Proof of being a LLRIB Member

Note that homes (residential unit for primary residential use) must be built or located in an area deemed a Residential Zone in the LLRIB Zoning Law. Cabins may be built or located in any zone subject to the same law.

Reason for application/nature of request (please check one):

- ☐ **to build a home** (Residential Land Lease)
- ☐ **to use and possess an already built home** (Residential Land Lease)
- ☐ **to build a Cabin** (Recreational Land Lease)
- ☐ **to use and possess an already built Cabin** (Recreational Land Lease)

Length of lease term requested (please complete one only):

- ☐ _____
- ☐ **Maximum term allowed**

Description of the requested Parcel of Land:

Physical address: _____

Geographic coordinates: _____

LLRIB Community (Reserve name and no.): _____

Legal description of Parcel of Land/Parcel Identifier Number/survey information, if available:

1. Do you already hold a LLRIB Land Lease under the Home Ownership program or by being granted a Privately Owned Home under the *LLRIB Housing Policy*? ☐ **Yes** ☐ **No**

If yes, please attach a copy of your LLRIB Land Lease agreement to this application.

2. Do you already hold rights granted by Resolution or another manner to a Parcel of Land for use and possession of a home for Residential Use? (a.k.a. Custom Holding). ☐ **Yes** ☐ **No**

If yes, please attach a copy of the Resolution and/or all other supporting documents to this application.

Description of the Parcel of Land:

Physical address: _____

Geographic coordinates: _____

LLRIB Community (Reserve name and no.): _____

Legal description of parcel of land/survey information, if available:

3. Do you already hold rights granted by Resolution or another manner to a Parcel of Land for the building or use and possession of a Cabin? ☐ **Yes** ☐ **No**

If yes, please attach a copy of the Resolution and/or all other supporting documents to this application.

Description of the Parcel of Land:

Physical address: _____

Geographic coordinates: _____

LLRIB Community (Reserve name and no.): _____

Legal description of Parcel of Land/Parcel Identifier Number/survey information, if available:

4. Do you have an existing mortgage for any Residential Units or other Buildings or Structures already on the Parcel of Land?

If yes, please provide the mortgage number and attach a copy of the agreement:

5. Has a survey been conducted for the requested Parcel of Land? ☐ **Yes** ☐ **No**

If yes, please provide additional information and attach a copy of all survey documents:

6. Are you aware of any known or suspected interests or rights held by third parties in or to the requested Parcel of Land, including use or access by trappers? ☐ **Yes** ☐ **No**

If yes, please provide additional information:

-
-
-
7. Are there any homes or Cabins (Residential Units) or other structures (Accessory Building or other Structure(s)) which already exist on the requested Parcel of Land? ☐ Yes ☐ No

If yes, please provide and attach the following:

- (a) a description of the Residential Unit(s) and/or Accessory Building(s) or other Structure(s):

- (b) a building inspection report for each;

- (c) a copy, if applicable, of a mortgage pre-approval or mortgage guarantee for the Residential Unit(s), which is accompanied by a written authorization granting the entity that provided your mortgage pre-approval with permission to confirm the authenticity of that mortgage pre-approval with LLRIB. If you are not utilizing a mortgage, you must contact the Public Works & Housing Department or the relevant housing authority (where a self administered LLRIB Community is administering its own housing authority) to provide them with evidence, in a form they request or approve, that show you have sufficient funds to purchase the building(s) or structure(s).

NOTE: If the applicant(s) are participating in the Home Ownership program under the LLRIB Housing Policy, or similar program under the relevant housing authority's policy, all documents and applications as required by the Housing & Public Works Department or relevant housing authority must be processed and approved before this application will be processed.

If no, please provide the following:

- (a) a description of all the Residential Unit(s) and/or Accessory Building(s) or other Structure(s) which you propose to construct on the requested Parcel of Land:
(attach additional pages and any supporting documents if you require more space):

NOTE: if you are applying for a Recreational Land Lease, a designated outhouse is required to be built and maintained on the Parcel of Land. Please ensure proposed construction includes an outhouse, if there is not already one on the Parcel of Land.

- (b) a cost estimate for such construction (attach any documents supporting the estimate):

(c) and either:

- (i) evidence that shows you have sufficient funds to construct the proposed Residential Unit(s) and/or Accessory Building(s) or other Structure(s), or
- (ii) evidence of a current (not expired) privately obtained construction mortgage pre-approval that is in your name which:
 - (A) covers the estimated costs of construction for the proposed Residential Unit(s) and/or Accessory Building(s) or other Structure(s); and
 - (B) is accompanied by a written authorization granting the entity that provided your mortgage pre-approval with permission to confirm the authenticity of that mortgage pre-approval with LLRIB.

8. Have you engaged legal counsel (i.e. a lawyer) with respect to your application for a land lease?
☐ Yes ☐ No

If yes, please provide your lawyer's name, law firm name, and phone number:

| | |
|--------------------------|--|
| Applicant(s) Initials | |
| | |

I **CONSENT** to the Lands & Resources Department's use of and access to my personal information as provided and making inquiries with other LLRIB departments and entities to determine my eligibility to hold a Land Lease and confirm that I am a LLRIB Member and I am not in arrears or have debt outstanding to LLRIB.

| | |
|--------------------------|--|
| Applicant(s) Initials | |
| | |

I **ACKNOWLEDGE** that, under LLRIB law, I cannot hold a Customary Holding for Residential Use of a Parcel of Land while also holding a Residential Land Lease to a different Parcel of Land, and in so accepting an assignment of a Residential Land Lease, LLRIB may reallocate or use the Parcel of Land where I have a Customary Holding.

| | |
|--------------------------|--|
| Applicant(s) Initials | |
| | |

I **ACKNOWLEDGE** that, under LLRIB law, I cannot hold a Customary Holding for recreational use or to have a Cabin on a Parcel of Land while also holding a Recreational Land Lease to a different Parcel of Land, and in so accepting an assignment of a Recreational Land Lease, LLRIB may reallocate or use the Parcel of Land where I have a Customary Holding.

| | |
|--------------------------|--|
| Applicant(s) Initials | |
| | |

I **ACKNOWLEDGE** that I has been afforded the opportunity to obtain independent legal advice regarding the above and confirm by the execution and delivery of this application that I have either done so or waived my right to do so in connection with the submission of this application.

| | |
|--------------------------|--|
| Applicant(s) Initials | |
| | |

I **COMMIT** to building a designated outhouse on the proposed Parcel of Land, within one year of approval of my application if one does not already exist [*if applying for a Recreational Land Lease*].

This application may be executed in counterparts.

DATED THIS ____ DAY OF _____, 20____.

WITNESSED BY ME AT _____)
IN THE PROVINCE OF _____ THIS)
____ DAY OF THE MONTH OF)
_____, IN THE YEAR _____.

APPLICANT'S SIGNATURE

PRINT NAME

SIGNATURE OF WITNESS

IF APPLICABLE:

NAME OF WITNESS

APPLICANT'S SIGNATURE

ADDRESS OF WITNESS

OCCUPATION OF WITNESS

PRINT NAME

LANDS & RESOURCES DEPARTMENT USE ONLY:

| | |
|---|-------------------------------|
| Eligible: <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| Preliminary recommendation: <input type="checkbox"/> Approve <input type="checkbox"/> Reject <input type="checkbox"/> Requires consideration of discretionary element | |
| Reviewed by: | Signature: |
| Date notice provided to applicant(s): | Purpose of notice: |
| Date(s) of Land Code Advisory Committee review: | |
| Date of Land Code Advisory Committee decision: | Approved _____ Rejected _____ |



AR-02 – LAND LEASE APPLICATION CHECKLIST

This checklist outlines the information required to deem a Recreational Land Lease or Residential Land Lease application complete, so that it may be recommended for review and decision to the Land Code Advisory Committee, pursuant to the *Lac La Ronge Indian Band Allocation Law*.

1. APPLICANT ELIGIBILITY CHECKLIST

| | | |
|--|--|---|
| (a) Applicant is a LLRIB Member, and this is confirmed by evidence and/or confirmation with LLRIB administration that the applicant is on the Band/Membership list | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Document filed |
| (b) Applicant is eighteen (18) years of age or older as of the date of the application, confirmed by a copy of government-issued photo identification including the applicant's birthdate | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Document filed |
| (c) Applicant is not in arrears or with debt outstanding to LLRIB (including LLRIB entities, businesses, and corporations to which LLRIB is the majority shareholder) as of the date of the application, and this is confirmed with LLRIB administration and any relevant departments. | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| (d) The applicant does not already hold a Land Lease of the same type. | <input type="checkbox"/> Yes <input type="checkbox"/> No | |

2. PARCEL OF LAND CHECKLIST

| | | |
|--|--|---|
| (a) Requested Parcel of Land is in LLRIB Community Land | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| (b) Requested Parcel of Land is already surveyed | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| <ul style="list-style-type: none"> • <u>If it is surveyed</u>, obtain and attach a copy of the survey; • <u>If it is not surveyed</u>, request that the applicant initiate a survey of the Parcel of Land pursuant to the <i>Land Survey Policy</i>. | | <input type="checkbox"/> Document filed |
| (c) Parcel abstract report completed | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| <ul style="list-style-type: none"> • Are there encumbrances? <u>If there are encumbrances:</u> | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| <ul style="list-style-type: none"> ○ Obtain copies of all encumbrances on the requested Parcel of Land. | | <input type="checkbox"/> Document filed |
| <ul style="list-style-type: none"> ○ Request that the applicant seek a written letter from the Interest holder for the known encumbrance which confirms agreement to the applicant's holding of a Land Lease. | | <input type="checkbox"/> Document filed – agreement <input type="checkbox"/> Document filed – no agreement |
| (d) Coordinated with the head of the fur block in the relevant area, and determined, through notice and any required direct communications with traditional land users, whether any traplines are present which require use of or access to the Parcel of Land | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| <ul style="list-style-type: none"> • Are traplines are present? | <input type="checkbox"/> Yes <input type="checkbox"/> No | |

| | | |
|---|--|---|
| <ul style="list-style-type: none"> ○ <u>If yes</u>, and it is reasonably foreseeable that applying a Land Lease to the Parcel of Land would impede use of or access to a trapline, obtain a map of the trapline(s) and contact information for the trapper(s) and all other information that should be brought to the Land Code Advisory Committee; | | <input type="checkbox"/> Document(s) filed |
| <ul style="list-style-type: none"> ○ <u>If yes</u>, and applying a Land Lease to the Lot would not impede with the use of or access to the trapline, obtain a map of the trapline(s) and a description of the access or use required, signed by the traditional land user and the head of the relevant fur block; | | <input type="checkbox"/> Document(s) filed |
| <ul style="list-style-type: none"> ○ <u>If no</u>, obtain a signed confirmation by the head of the fur block in the relevant area that coordination has occurred. | | <input type="checkbox"/> Document filed |
| (e) Notice of the application for a Recreational Land Lease posted publicly to request input as to whether granting it would overlap in an inconsistent manner with the traditional or recreational use of lands by other known Recreational Land Lease holders and people with Customary Holdings in the vicinity; | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Not relevant (Residential) <input type="checkbox"/> Document filed |
| <ul style="list-style-type: none"> • Is there any land subject to a registered Recreational Land Lease within five (5) kilometers of the Parcel of Land? | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Not relevant (Residential) |
| <ul style="list-style-type: none"> ○ <u>If yes</u>, give the notice of the application for a Recreational Land Lease directly to the holder(s) and request input as to whether granting it would overlap in an inconsistent manner with their traditional or recreational use of lands. | | <input type="checkbox"/> Document filed |
| <ul style="list-style-type: none"> • Has any input under this section (e) been provided? | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Document(s) filed |
| <ul style="list-style-type: none"> ○ <u>If yes</u>, and whether or not it is reasonably foreseeable that applying a Land Lease to the Parcel of Land would overlap in an inconsistent manner with the traditional or recreational use of lands by other known Recreational Land Lease holders and people with Customary Holdings in the vicinity, obtain contact information for the holder(s) and all other information that should be brought to the Land Code Advisory Committee; | | <input type="checkbox"/> Document(s) filed |
| (f) Requested Parcel of Land has potable water source | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Not relevant (Recreational) |
| (g) Requested Parcel of Land is or can be serviced | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Can be but has not been serviced <input type="checkbox"/> Not relevant (Recreational) |
| (h) Requested Parcel of Land will not impact development plans that have been approved by Council | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Document filed |

3. COORDINATION CHECKLIST

| | | |
|--|--|--|
| (a) Coordinated with the Public Works & Housing Department or relevant housing authority (where self-administered LLRIB Community is administering its own housing authority) to confirm the authenticity of the applicant's mortgage agreement, pre-approval, or capacity to fund a new build through a construction mortgage or otherwise | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Document authenticated <input type="checkbox"/> Document filed |
| (b) Coordinated with the Public Works & Housing Department or relevant housing authority (where self-administered LLRIB Community is administering its own housing authority) to confirm , if the applicant is applying to the Home Ownership program under the <i>Lac La Ronge Indian Band Housing Policy</i> , or similar program under the relevant housing authority's policy, whether the applicant has provided all necessary application documents to the Housing & Public Works Department or relevant housing authority and been approved | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| (c) Identified LLRIB laws, by-laws, and policies that apply to the application, including any zoning laws, land use plans, environmental management plans and environmental assessment requirements | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| • Attach separate memo confirming that the Land Lease, if approved, would be in accordance with all the relevant LLRIB laws, by-laws, and policies | | <input type="checkbox"/> Document filed |

Comments:

LANDS & RESOURCES DEPARTMENT USE ONLY:

| | |
|---|--|
| Applicant Name(s): _____ | Reviewed By: _____ Lands & Resources Department Representative |
| Application Number: _____ | Signature _____ |
| Date & Manner (email/mail/hand/fax) Application Received: _____ | Witnessed By: _____ Lands & Resources Department Representative |
| Date of checklist completion: _____ | Signature _____ |
| Number of accompanying pages: _____ | |

THIS CHECKLIST AND ALL ACCOMPANYING DOCUMENTATION HAS BEEN REVIEWED BY THE LAC LA RONGE INDIAN BAND LANDS & RESOURCES DEPARTMENT AND TO THE BEST OF THE KNOWLEDGE AND BELIEF OF ITS REPRESENTATIVE(S), THE DOCUMENTATION IS SATISFACTORY BASED UPON INFORMATION PROVIDED BY ALL REQUIRED PARTIES



AR-03 – APPLICATION FOR ASSIGNMENT OF RESIDENTIAL OR RECREATIONAL LAND LEASE

Legal Description of land:

 Lot
 Plan of survey
 Reserve
 PIN

Proposed date of assignment
(if known):

 Y M D

Date of
application:

 Y M D

Transferor(s):

| | | | | |
|------|-----------------|---------|-----------------|------------|
| Name | Mailing Address | Contact | Contact Phone # | Treaty No. |
|------|-----------------|---------|-----------------|------------|

| | | | | |
|------|-----------------|---------|-----------------|------------|
| Name | Mailing Address | Contact | Contact Phone # | Treaty No. |
|------|-----------------|---------|-----------------|------------|

Transferee(s)/survivor(s):

| | | | | |
|------|-----------------|---------|-----------------|------------|
| Name | Mailing Address | Contact | Contact Phone # | Treaty No. |
|------|-----------------|---------|-----------------|------------|

| | | | | |
|------|-----------------|---------|-----------------|------------|
| Name | Mailing Address | Contact | Contact Phone # | Treaty No. |
|------|-----------------|---------|-----------------|------------|

Please attach copies of the following with this application for both the Transferor(s) and Transferee(s):

- ☐ Government-issued photo identification with birthdate
- ☐ Proof of being a LLRIB Member

| Check the appropriate box and provide more information, if required. | | Notes |
|---|---|--|
| Land Lease type: | <input type="checkbox"/> Residential <input type="checkbox"/> Recreational | Please attach a copy of: <input type="checkbox"/> Land Lease agreement <input type="checkbox"/> Certificate of Allocation |
| If this relates to a Recreational Land Lease, has a designated outhouse already been built on the Parcel of Land? | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| Do(es) the <u>Transferee(s)</u> already hold a LLRIB Land Lease, Residential | <input type="checkbox"/> Yes <input type="checkbox"/> No | List Interest(s): |

| | | |
|--|--|---|
| Land Lease, Recreational Land Lease, Customary Holding, or any other form of Interest to a Parcel of Land? | | Please attach a copy of any proof of the Transferee's holding of this Interest. |
| Is this assignment application for a proposed sale? | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| Was an appraisal conducted? | <input type="checkbox"/> Yes <input type="checkbox"/> No | Appraisal amount: |
| <p>Do homes or Cabins or other structures already exist on the requested Parcel of Land?</p> <p><i>Please contact the Public Works & Housing Department or relevant housing authority for details.</i></p> <p>If yes, and the Transferee is purchasing pre-existing buildings or structures on the Parcel of Land, the Transferee must provide the Public Works & Housing Department with evidence that shows the Transferee has sufficient funds to purchase them, or evidence of a current mortgage agreement or pre-approval in their name.</p> <p>If no, and the Transferee plans to construct buildings or structures on the Parcel of Land, they must provide the Public Works & Housing Department or relevant housing authority with evidence that shows the Transferee has sufficient funds to construct the proposed buildings or structures, or evidence of a privately-obtained construction mortgage pre-approval in their name.</p> | <input type="checkbox"/> Yes <input type="checkbox"/> No | <p>If the Transferee is participating in the Home Ownership program under the LLRIB Housing Policy, or similar program under the relevant housing authority's policy (where a self-administered LLRIB Community is administering its own housing authority), all documents and applications as required by the Public Works & Housing Department or the relevant housing authority must be processed and approved before this application will be processed.</p> |
| <p>Is the application for a proposed assignment upon the Transferor's death to a survivor (named as Transferee), and confirmed through a valid will?</p> <p>If yes, please provide a certified true copy of the will.</p> | <input type="checkbox"/> Yes <input type="checkbox"/> No | |

I **CONSENT** to the Lands & Resources Department's use of and access to my personal information as provided and making inquiries with other LLRIB departments and entities to determine my eligibility to hold a Land Lease and confirm that I am a LLRIB Member and I am not in arrears or have debt outstanding to LLRIB.

| Transferor(s) Initials | | Transferee(s) Initials | |
|---------------------------|--|---------------------------|--|
| | | | |

I **ACKNOWLEDGE** that, under LLRIB law, I cannot hold a Customary Holding for Residential Use of a Parcel of Land while also holding a Residential Land Lease to a different Parcel of Land, and in so accepting an assignment of a Residential Land Lease, LLRIB may reallocate or use the Parcel of Land where I have a Customary Holding.

| Transferee(s) Initials | |
|---------------------------|--|
| | |

I **ACKNOWLEDGE** that, under LLRIB law, I cannot hold a Customary Holding for recreational use or having a Cabin on a Parcel of Land while also holding a Recreational Land Lease to a different Parcel of Land, and in so accepting an assignment of a Recreational Land Lease, LLRIB may reallocate or use the Parcel of Land where I have a Customary Holding.

| Transferee(s) Initials | |
|---------------------------|--|
| | |

[REMAINDER OF THE PAGE HAS BEEN INTENTIONALLY LEFT BLANK]

I **ACKNOWLEDGE** that I has been afforded the opportunity to obtain independent legal advice regarding the above and confirm by the execution and delivery of this application that I have either done so or waived my right to do so in connection with the submission of this application.

| Transferor(s) Initials | |
|---------------------------|--|
| | |

| Transferee(s) Initials | |
|---------------------------|--|
| | |

This application may be executed in counterparts.

DATED THIS ____ DAY OF _____, 20____.

WITNESSED BY ME AT _____)
 IN THE PROVINCE OF _____)
 THIS ____ DAY OF THE MONTH OF _____)
 _____, IN THE YEAR _____.)

 TRANSFEROR'S SIGNATURE

 PRINT NAME

SIGNATURE OF WITNESS

 NAME OF WITNESS

IF APPLICABLE:

 ADDRESS OF WITNESS

 TRANSFEROR'S SIGNATURE

 OCCUPATION OF WITNESS

 PRINT NAME

WITNESSED BY ME AT _____)
 IN THE PROVINCE OF _____)
 THIS ____ DAY OF THE MONTH OF _____)
 _____, IN THE YEAR _____.)

 TRANSFEREE'S SIGNATURE

 PRINT NAME

SIGNATURE OF WITNESS

 NAME OF WITNESS

IF APPLICABLE:

 ADDRESS OF WITNESS

 TRANSFEREE'S SIGNATURE

 OCCUPATION OF WITNESS

 PRINT NAME

| PUBLIC WORKS & HOUSING DEPARTMENT OR HOUSING AUTHORITY USE ONLY: | | |
|--|--|---|
| Item | Received? | Notes |
| 1. Is there a mortgage on the property? | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Assumed <input type="checkbox"/> Discharged Mortgage no.: _____ |
| 2. Utility Fees paid? | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| 3. Land Lease payments paid? | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| 4. Is/are the Transferee(s) applicants to the Home Ownership program or similar program? | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| If yes, have all necessary application materials been provided and approved? | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| <input type="checkbox"/> Approved for processing by Lands & Resources Department <input type="checkbox"/> Conditionally approved for processing by Lands & Resources Department <i>If there are conditions that must be met for the application to be approved for processing by the Lands & Resources Department, attach detailed conditions</i> <input type="checkbox"/> Rejected for processing by Lands & Resources Department <i>If rejected, attach detailed reasons</i> | Date of decision: _____ | |
| Reviewed by (name): _____ | Signature: _____ | |
| Witnessed by (name): _____ | Witness signature: _____ | |

LANDS & RESOURCES DEPARTMENT USE ONLY:

| Item | Received? | Notes |
|--|---|-------|
| 1. Transferor(s)' government-issued photo identification with birthdate | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| 2. Transferee(s)' or survivor(s) government-issued photo identification with birthdate | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| 3. Transferor(s)' proof of LLRIB membership | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| 4. Transferee(s)' or survivor(s)' proof of LLRIB membership | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| 5. Copy of the original Residential or Recreational Land Lease agreement | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| 6. Certified true copy of the will received, if the application is for a proposed assignment upon the Transferor's death to a survivor (named as Transferee) | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| 7. Copy of Resolution and/or supporting documents if transferee(s) or survivor(s) already hold rights to a Parcel of Land for a home for Residential Use (e.g. a Customary Holding, a LLRIB Land Lease, or a Residential Land Lease) | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| 8. Copy of Resolution and/or supporting documents if transferee(s) or survivor(s) already hold rights to a Parcel of Land for a Cabin (e.g. a Customary Holding or a Recreational Land Lease) | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| 9. Application reviewed and, if relevant, all required information received and approved by Housing Manager or (or authorized representative of relevant housing authority)? | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| 10. File reviewed for outstanding issues? | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| <input type="checkbox"/> Recommend that consent to assign be granted <input type="checkbox"/> Recommend that consent to assign be withheld | Date of recommendation: _____ | |
| Reviewed by (name): _____ | Witnessed by (name): _____ | |
| Signature: _____ | Witness signature: _____ | |
| AFTER LAND CODE ADVISORY COMMITTEE REVIEW | | |
| Date(s) of Land Code Advisory Committee review: _____ | Date of Land Code Advisory Committee decision: _____ | |
| <input type="checkbox"/> Consent to assign is granted <input type="checkbox"/> Consent to assign is withheld | Date and manner of notice decision provided to applicant(s): _____ | |

THIS DOCUMENT AND ALL ACCOMPANYING DOCUMENTATION HAS BEEN REVIEWED BY THE LAC LA RONGE INDIAN BAND LANDS & RESOURCES DEPARTMENT AND TO THE BEST OF THE KNOWLEDGE AND BELIEF OF ITS REPRESENTATIVE(S) THE DOCUMENTATION IS SATISFACTORY BASED UPON INFORMATION PROVIDED BY ALL REQUIRED PARTIES

