

## CAMP LOT LEASE APPLICATION PACKAGE

A camp lot lease is a legal agreement which authorizes the use of Crown Land for an individual or a private group for the purpose of establishing and maintaining a recreational camp lot. Leases are issued for a term of 10 years.

The leased area is approximately 0.4 hectare (1 acre) on which one permanently affixed single family dwelling can be placed, for seasonal or part time use is that is not use a principal residence. An affixed camp must be built within the first 3 years.

A camp may not include mobile homes, mobile structures or vehicles with a metal frame or chassis (regardless of if the wheels are attached or not), garages, baby barns, sheds, recreational vehicles, and travel trailers.

### APPLICATION FEE

\$345.00 non-refundable (\$300.00 plus \$45.00 HST).

\*Fees are established in accordance with the *Lands Administration Regulation - Crown Lands and Forests Act* and are subject to change.

### PROCESS

Your application will be reviewed by the Crown Lands Branch. Applicants must have no outstanding accounts with the Department of Energy and Resource Development (ERD) (e.g. rent, property taxes, etc.). The review process is expected to take between 4 and 8 weeks.

**Permits and Authorizations:** Compliance is required with all laws whether rural community, municipal, provincial or federal, and may include obtaining all required permits and authorizations such as: building permit, harvesting permit, quarry permit, watercourse and wetlands alteration permit, and petroleum storage licence.

**Information:** Contact the Land Use Application Service Centre at the toll-free number 1-888-312-5600 or at [www.gnb.ca/naturalresources](http://www.gnb.ca/naturalresources).

### IF YOUR APPLICATION IS APPROVED

Once your application is evaluated and approved, a letter from the Department will inform you of other requirements which may include the following:

**Plan of Survey:** If the site has not been surveyed, the applicant must hire, at their own expense, a registered New Brunswick Land Surveyor. The plan of survey must be submitted to ERD for approval.

**Requirements upon issuance of the lease:**

**Preparation Fee:** \$230.00 non-refundable (\$200.00 plus \$30.00 HST). Fee charged for all approved applications when the lease is issued.

**Rent:** The amount due until the following April 1 is payable when the lease is executed. Annual rent is based on the area of the lease and is invoiced April 1.

For example, rent for a 0.4 ha upland camp lot is \$320.00 and \$640.00 for a 0.4 ha waterfront lot.

**Other terms and conditions may apply.**

**Application Form - Camp Lot Lease**

Department of Energy and Resource Development  
P.O. Box 6000  
Fredericton NB E3B 5H1  
Courier Address: 1350 Regent St., Fredericton, NB, E3C 2G6  
Tel: 1-888-312-5600 Fax: (506) 457-4802



**APPLICANT(S)**

Mr.  Mrs.  Ms.      **Name or Company Name**

**Mailing address (Street-apartment, City/Town, Province, Postal Code)**

**Language Preference:**       English       French      **Contact Person:**

**Correspondence Preference:**       Canada Post       E-mail      **Email Address:**

**Telephone (home)**                      **Telephone (work)**                      **Fax**                      **Cellular phone**

**Applicant Status:**       Individual       Partnership (must be as joint tenants)

**Partner's Name and Mailing Address (Street-apartment, City/Town, Province, Postal Code)**

**Telephone (home):**                      **Telephone (work) :**                      **Cellular phone:**

**Partner's Name and Mailing Address (Street-apartment, City/Town, Province, Postal Code)**

**Telephone (home):**                      **Telephone (work) :**                      **Cellular phone:**

**Partner's Name and Mailing Address (Street-apartment, City/Town, Province, Postal Code)**

**Telephone (home):**                      **Telephone (work) :**                      **Cellular phone:**

**Partner's Name and Mailing Address (Street-apartment, City/Town, Province, Postal Code)**

**Telephone (home):**                      **Telephone (work) :**                      **Cellular phone:**

**Partner's Name and Mailing Address (Street-apartment, City/Town, Province, Postal Code)**

**Telephone (home):**                      **Telephone (work) :**                      **Cellular phone:**

**If more space required for partner information, attach a separate sheet**

**LOCATION**

Name of camp lot cluster or group:

Lot # and/or PID #:

**PAYMENT AND SIGNATURE** Money Order (made payable to the Minister of Finance) Cheque (made payable to the Minister of Finance) Visa     Master Card

Credit Card Number:

Expiry date:

Name on Credit Card:

Signature of Cardholder:

The applicant also understands that we may be required to evaluate information from the applicant on an ongoing basis. The applicant consents to the collection, use and disclosure of credit related information and the disclosure of credit related information to such organizations as credit bureaus, credit grantors, insurers, adjudicators and agents. The applicant also understands and agrees that if consent is revoked, the Department of Energy and Resource Development may no longer have access to their credit facilities and the amount owing may become due and payable in full. Notwithstanding any revocation, the applicant agrees that the Department of Energy and Resource Development may report the status of our account to the credit bureau and credit grantors.

 Yes I am 19 years of age or over

I / we, the applicant (s) certify that all the above information to be true and complete.

Date \_\_\_\_\_

20\_\_\_\_\_

**x**\_\_\_\_\_  
Signature of applicant**Send your completed Camp Lot Lease Application to:**

Department of Energy and Resource Development  
Land Use Application Service Centre  
P.O. Box 6000  
Fredericton NB E3B 5H1

**Courier address: 1350 Regent Street, Room 250, Fredericton, NB E3C 2G6**

Fax: (506) 457-4802

Email: [CL\\_TCWeb@gnb.ca](mailto:CL_TCWeb@gnb.ca)