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| Logo | | | <FN> Land Governance OFFICE  **PROPERTY LEASE/TRANSFER RECORD**  and notification of change of name or address | | | | | | | | | | |
| Date of Registration: | DD | mM | | YYYy | | Registration number | | | | | | | Status of property  ❑ Vacant  ❑ improved |
| Legal Description: | Lot | | | | | Plan of survey | | | | Reserve | | |
| Lessor’s Name | | | | | | | | | | | | | |
| Folio/Roll Number | | | | | PIN Number | | | | | | Sales/Lease Price | | |
| Lessee/Sublesee’s Name and Address | | | | | | | | | | | | Member No. | |
|  | | | | | | | | | | | | Member No. | |
|  | | | | | | | | | | | | Member No. | |
| **CHANGE OF NAME OR MAILING ADDRESS ONLY** | | | | | | | | | | | | | |
| Previous Name(s) | | | | | | | |  | New Name(s) | | | | |
| Previous Address | | | | | | | |  | New Address | | | | |
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| ORIGINATOR’S SIGNATURE | | | | | | | DEPARTMENT | | | | | DATE | |
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| Comments | | | | | | | | | | | | | |
| DISTRIBUTION: Accounting / Taxation / Lands / Assessment Authority | | | | | | | | | | | | | |