



# Surrender of Commercial/ Industrial Disposition

## Land Administration Client Service Standards Summary

The Department of Lands (Lands) manages, administers, and plans for the sustainable use of public land in the Northwest Territories in a fair and transparent manner that reflects the interests of the people of the Northwest Territories.

The Department of Lands operates within the central belief that land management and administration is a core public good and critical asset that needs to be effectively and efficiently managed.

### Our Services

When an existing Commercial/Industrial disposition is no longer required, a surrender may be requested by the disposition holder.

If you are considering surrendering your Commercial/ Industrial disposition, please contact the Department of Lands at your earliest convenience to understand what is required to meet your request. This will help ensure your transaction is addressed both efficiently and appropriately.

Once the surrender process is complete, the tenant no longer has permission to use or occupy this parcel of public land.



## Program Services and Client Service Standards

### Surrender of Commercial/Industrial Disposition

- You will receive a verbal or written acknowledgment of your written surrender request within 2 business days of Lands receiving your request.
  - Your request will be reviewed for up to 15 business days. During this period, Lands is reviewing the disposition documents and the requirements for the surrender request. A Lands representative will contact you if further information is required.
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## SURRENDER OF COMMERCIAL/ INDUSTRIAL DISPOSITION

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- The tenure holder must be in compliance with all existing terms and conditions of the tenure instrument and the approved Closure and Reclamation Plan to be considered for surrender. A Lands representative will explain any outstanding requirements to the tenant after completing the file review.
- An inspection of the property will be scheduled at the earliest availability depending on access and weather conditions. There may be a requirement for confirmatory sampling to confirm site restoration.
- Surrender of the disposition will be completed within 20 business days of the completion of a satisfactory inspection confirming that the site is acceptable.
- If you disagree with a decision, you have the right to appeal within 30 calendar days after the decision is made.
- A Lands representative can provide you with information on the appeal process.

### Appeals

- An internal review of the appeal will be conducted by the Director of Land Administration of the Department of Lands.
- You will receive a written appeal decision from the Director of Land Administration within 20 business days of filing your appeal.

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#### Contact information:

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