



PLEASE READ THE INFORMATION ON THE REVERSE SIDE BEFORE COMPLETING THIS FORM

A – IDENTIFICATION OF APPLICANT File number (if you have one): _____

1 IDENTITY	Mr. <input type="checkbox"/>	Ms. <input type="checkbox"/>
	FULL NAME OF INDIVIDUAL OR LEGAL PERSON (BLOCK LETTERS)	

2 To be completed if the applicant is a legal person, an association or a group of individuals.

REPRESENTED BY: _____

FULL NAME OF REPRESENTATIVE _____ POSITION _____

3 TELEPHONE NUMBERS (Applicant or representative)	Home: _____	E-MAIL _____
	Other: _____	

4 ADDRESS
(Applicant or representative)

NUMBER _____ STREET _____

CITY _____ PROVINCE _____ Postal code: _____

B – NATURE OF REQUEST

1 Check the box corresponding to the nature of your request:

Rental Purchase Authorization Easement Exchange

Other

2 How do you use or intend to use the land? (e.g. construction of a cottage, rough shelter, residence, commerce or outfitting operation, to expand a plot of land in order to comply with municipal standards, etc.)

3 For what purposes are you making this request? Private Commercial Industrial Community Public use

If you are applying to purchase land for expansion purposes, please attach a copy of your property deed.

C – LOCATION AND SIZE OF LAND REQUESTED

Please provide the following information as applicable and attach a sketch, section of topographic map or digital file.

1 Designation on cadastre of Québec

Number of renovated lot (number above 1,000,000): _____

2 Designation on non-renovated cadastre

Township, seignior, parish or basin: _____

Range, block, undivided territory: _____

Lot, parcel, part: _____

3 Other information

Map sheet: _____

Name of water body: _____

Municipality or RCM: _____

4 Coordinates: GPS or Other

Datum: NAD27 NAD83 Projection: UTM MTM Time zone: _____

North: _____ East: _____ or Latitude: _____ Longitude: _____

5 Dimensions

Width (metres): _____ Depth (metres): _____ Area (square metres): _____

D – ADDITIONAL DOCUMENTS

Please submit any other relevant documents to support your application.

E – DECLARATION

I declare that I have read and understood the information on the reverse side of this form and that I have provided true and accurate information.

SIGNATURE _____ Year _____ Month _____ Day _____

INFORMATION

1. Personal information is collected for the purpose of enforcing the laws, regulations and programs under the authority of the Minister of Natural Resources.
2. The MRC will only issue a lease to one individual or one incorporated legal person. In the case of a group of individuals, a representative must be appointed and the lease will be issued in that representative's name. It is up to the members of the group to come to an agreement among themselves.

In the case of a lease for a non-profit community purpose, the applicant must be a legal person.

3. A non-refundable processing fee of \$124 plus GST and QST (\$142.57) is required at the time of application. This fee can be paid in cash or by Interac at the MRC office, or by cheque or money order payable to the MRC de Témiscamingue.
4. An administration fee of \$377 plus GST and QST (\$433.46) will be required for the rental or purchase of land in the domain of the State, the exchange of land or the granting of any other right with the exception of an authorization for the construction of a road other than a forest or mining service road, a parking lot, a rest area without services or a boat launch access road.
5. An administration fee of \$377 plus GST and QST (\$433.46) will be required for the examination of an application to rent or purchase land of more than one hectare for commercial or industrial purposes.

• **Caisse Desjardins :**

- By going directly to your Caisse Desjardins (SIPC n° 09946);
- By paying online through Acces D Desjardins online services and entering « MRC Témiscamingue Baux de villégiature (QC) » under suppliers' names. You must then enter your files number (11 numbers) which is located at the bottom right of your discount coupon.

• **By phone (credit card or Interac e-Transfer) :**

By calling 819-629-2829 ext. 203 or using the toll-free line at 1-855-622-6728 (MRCT) ext. 203.

• **By mail (cheque, money order, cash) :**

By sending us a cheque or money order, payable to the MRC of Témiscamingue, or by sending us the exact amount of your payment, in cash.

• **In person (debit, credit card, cash):**

By going directly to the MRC of Témiscamingue office, during business hours, Monday to Friday, from 8:30 a.m. to 12 p.m. and 1 p.m. to 4:30 p.m..

6. The above-mentioned fees are those in effect as at April 1, 2023 and will be adjusted and rounded off to the nearest dollar on April 1 each year based on the changes in the average consumer price index for the preceding year, using the index established for the whole of Québec by Statistics Canada.
7. For further information, please contact the MRC of Témiscamingue.
8. The completed form must be signed by the applicant and returned to the following address:

MRC de Témiscamingue
 Lease Department
 21, rue Notre-Dame-de-Lourdes, bureau 209
 Ville-Marie (Québec) J9V 1X8
 Phone: 819 629-2829 ext. 203
 Toll-free: 1 855 622-6728 ext. 203
 Fax: 819 629-3472
 E-mail: servicebaux@mrctemiscamingue.qc.ca
 Website: www.mrctemiscamingue.org

FOR DEPARTMENTAL USE ONLY	
Numéro de dossier :	Numéro de client :
Plan d'eau ou projet : _____	Feuillet cartographique : _____
Frais d'ouverture de dossier payés : Oui <input type="checkbox"/> Non <input type="checkbox"/>	Mode de paiement : Comptant <input type="checkbox"/> Chèque <input type="checkbox"/> Mandat-poste <input type="checkbox"/>
Remarque : _____	

21, rue Notre-Dame-de-Lourdes, bureau 209 ● Ville-Marie (Québec) J9V 1X8
 Téléphone : 819 629-2829 / Ligne sans frais : 1 855 622-MRCT (6728) ● Télécopieur : 819 629-3472
 Courriel : servicebaux@mrctemiscamingue.qc.ca ● Site Internet : www.mrctemiscamingue.org