

# Instrument of Dealing – Transfer of a Mineral Title

Mineral Titles Act 2010 – Section 123

Approved Form 13

<b>Office Use Only</b>	Dealing D:	MT:	Date Lodged:
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Instrument of Transfer to be endorsed by the Commissioner of Territory Revenue for Stamp Duty prior to lodgement

## Section A: Particulars of transferor/s – current holder/s.

In the case of multiple parties please attach a separate sheet showing the below details.

Transferor one			
Full name			
Principal or residential address			
Postal address			
ACN		Interest to be transferred	%
Telephone		Email	
Transferor two (if applicable)			
Full name			
Principal or residential address			
Postal address			
ACN		Interest to be transferred	%
Telephone		Email	

**Section B: Particulars of transferee/s – incoming holder/s.**

In the case of multiple parties please attach a separate sheet showing the below details.

**Transferee one**

Full name

Principal or residential address

Postal address

ACN

Interest to be held

%

Telephone

Email

**Transferee Profile**  
 (Brief overview of transferee)
**Transferee two (if applicable)**

Full name

Principal or residential address

Postal address

ACN

Interest to be held

%

Telephone

Email

**Transferee Profile**  
 (Brief overview of transferee)
**Section C: Nomination of contact for transfer– Incoming parties to complete.**

In the case of multiple transferee parties, please nominate one contact to whom all correspondence relating to this transfer is to be addressed. The authorisation is valid for this Instrument of Dealing transaction only.

Full name of contact/agent

Postal address

Telephone

Email



## Section F: Annual reporting requirements

All reporting requirements under the Mineral Titles Act 2010 (the Act) must be current as at the date a request to transfer a mineral title is made. A transfer will not be approved and/or registered should any reports remain outstanding.

Applicable reports may include: Expenditure Report, Annual Report and/or Relinquishment Report.

The incoming party (Transferee) should undertake normal “due diligence” procedures by requesting a Minister’s Certificate to confirm that all reporting is current.

A Minister’s Certificate (under s128) entitles you to view a full extract from the register. A fee is applicable. A request can be made by email [titles.info@nt.gov.au](mailto:titles.info@nt.gov.au) or telephone (08) 8999 5322.

## Section G: Required attachments – Each attachment must be clearly identified and provide detailed explanations.

- Details of technical and financial resources. See Guideline 5 for suitable evidence types.
- Proof of Identity for incoming parties where required (first time applicants only).
- Letter of authorisation to act as agent/contact (if authorisation is for more than the normal statutory requirements – see note at section D).
- A summary of the work to be carried out on the titles listed in Section E.

## Section H: Before submitting your application

- Familiarise yourself with the relevant sections of the Act and the Mineral Titles Regulations 2011; and check if any guidelines made under the Act relate to this application.
- Familiarise yourself with the Mining Management Act 2001 and any outstanding rehabilitation or liabilities on the mineral title/s.
- Approved form 13 must be endorsed by the Commissioner of Territory Revenue for stamp duty prior to lodgement.

## Section I: Fees

All Dealings with Interest applications are to be accompanied by the appropriate fee.

Refer to the current fee schedule available from the [NT Government website](#)<sup>1</sup>.

Note: The amount specified in the schedule is applicable to each mineral title included in Section E.

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<sup>1</sup> <https://nt.gov.au/industry/mining-and-petroleum/mineral-titles/mineral-title-fees-and-rents>

**Section J: Agreement to transfer – individuals**

This instrument is to be executed by the person concerned, or by a person who is recorded with the department as an agent or attorney for the Transferor(s) with specific power to execute transfers and witnessed by a person who has attained the age of 18 years.

The Transferor/s hereby transfer/s to the Transferee/s the mineral titles listed in Section E.

The Transferee/s, by signing this approved form:

- Accepts the transfer of the interest/s;
- Acknowledges the existing expenditure commitments and agrees to fulfil these covenants;
- Accepts to lodge any security which may be required;
- Accepts responsibility for any outstanding rehabilitation and liabilities; and
- Agrees to comply with the conditions of grant and/or renewal, as prescribed by the Act.

Dated this		day of		Year	
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**Transferor one**

<b>Transferor name</b>		<b>Transferor signature</b>	
<b>Witness name</b>		<b>Witness signature</b>	

**Transferor two (if applicable)**

<b>Transferor name</b>		<b>Transferor signature</b>	
<b>Witness name</b>		<b>Witness signature</b>	

**Transferee one**

<b>Transferee name</b>		<b>Transferee signature</b>	
<b>Witness name</b>		<b>Witness signature</b>	

**Transferee two (if applicable)**

<b>Transferee name</b>		<b>Transferee signature</b>	
<b>Witness name</b>		<b>Witness signature</b>	

**Section K: Agreement to transfer – companies**

This instrument is to be executed under seal of a corporate body by the person concerned, or by a person who is recorded with the Department as an agent or attorney with specific power to execute transfers. The person executing the transfer is doing so in accordance with his/her company's constitution

The Transferor/s hereby transfer/s to the Transferee/s the mineral titles listed in the schedule.

The Transferee/s, by signing this approved form:

- Accepts the transfer of the interest/s;
- Acknowledges the existing expenditure commitments and agrees to fulfil these covenants;
- Accepts to lodge any security which may be required;
- Accepts responsibility for any outstanding rehabilitation and liabilities; and
- Agrees to comply with the conditions of grant and/or renewal, as prescribed by the Act.

<b>Dated this</b>		<b>day of</b>		<b>Year</b>	
<b>Transferor one</b>					
Affix Common Seal below	<b>Director name</b>		<b>Director signature</b>		
	<b>Director/Secretary name</b>		<b>Director/Secretary signature</b>		
	<b>Authorised representative – Name</b>		<b>Authorised representative – Signature</b>		
<b>Transferor two (if applicable)</b>					
Affix Common Seal below	<b>Director name</b>		<b>Director signature</b>		
	<b>Director/Secretary name</b>		<b>Director/Secretary signature</b>		
	<b>Authorised representative – Name</b>		<b>Authorised representative – Signature</b>		
<b>Transferee one</b>					
Affix Common Seal below	<b>Director name</b>		<b>Director signature</b>		
	<b>Director/Secretary name</b>		<b>Director/Secretary signature</b>		
	<b>Authorised representative – Name</b>		<b>Authorised representative – Signature</b>		
<b>Transferee two (if applicable)</b>					
Affix Common Seal below	<b>Director name</b>		<b>Director signature</b>		
	<b>Director/Secretary name</b>		<b>Director/Secretary signature</b>		
	<b>Authorised representative – Name</b>		<b>Authorised representative – Signature</b>		

**Section L: Payment / lodgement methods**

**Mail**  
 Make a cheque payable to Receiver of Territory Monies.  
 GPO Box 4550, Darwin NT 0801

**In person**  
 Mineral Titles  
 5<sup>th</sup> Floor, Paspalis Centrepoint Building, 48-50 Smith Street, The Mall, Darwin  
 Eftpos available – no cash out facilities

**By phone**  
 Please call (08) 8999 5322 to pay by phone.

**By email**  
 Email application to [titles.info@nt.gov.au](mailto:titles.info@nt.gov.au)

**Direct deposit**  
 Department of Industry, Tourism and Trade  
 BSB: 085-461  
 Account: 922610000

Please include a reference (e.g. title number) in your electronic transaction to ensure your payment is easily identifiable. A remittance advice (confirmation of payment) **must** be emailed to [titles.info@nt.gov.au](mailto:titles.info@nt.gov.au) to enable payment to be receipted.

**Failure to provide the remittance advice at the time of lodgement will result in the refusal of the application.**

**Further information**

Email your completed form to [titles.info@nt.gov.au](mailto:titles.info@nt.gov.au)  
 For more information see <http://www.nt.gov.au/mining-energy> or phone (08) 8999 5322

**Section M: Privacy statement**

The Department of Industry, Tourism and Trade (the department) is seeking information from you for the purposes of assessing your application under s125 of the Mineral Titles Act 2010 (the Act). This information will be kept confidential except as required by law.

The department is required to keep a register of mineral titles under s121 of the Act. Any person may obtain copies of this information under s121 and s128 of the Act, on payment of the prescribed fee.