



Ministry of Lands & Mineral Resources

Head Office
iTaukei Trust Fund Board Complex
Nasese, Suva
(South Wing – Ground Floor & First Floor)

P.O Box 2222
Government Buildings, Suva, Fiji
Ph: (+679) 3313 555 | Fax: (+679) 3239754
www.lands.gov.fj

MINISTERIAL CONSENT

Land Sales Act (Applicable only for State Land and Freehold Land)

CHECKLIST

The following documents must be submitted with the application forms:

1. INDIVIDUALS

1.	Covering Letter
2.	Four copies of the Application Form.
3.	Certified True Copy of Title – 2 weeks old from Registrar of Titles
4.	The applicant must provide:
a.	Investment certificate from Investment Fiji or
b.	Valid work permit issued by the Immigration Department to work in Fiji or
c.	A recent (within 12 months) original or certified true copy of judicial/national police clearance from country of normal residence of intending purchase(s)
5.	Passport bio-data page of Shareholders and Directors to enable due diligence to be carried out
6.	Sales and Purchase Agreement/Lease Agreement if available
7.	Provide colour photos of the subject lot (to be certified by the solicitor at the back of the photos)
a.	If there is an existing building, then a completion certification to show the date it was completed
b.	If the existing building was built after the Land Sales Amended Act 2014 comes into force, current Valuation report is required.
8.	Application Fee: \$109.00 (\$100 + \$9.00 VAT) <i>*VAT is Subject to Change</i>

2. COMPANIES

1.	Covering Letter
2.	Four copies of the Application Form including the common seal of the company
3.	Certified True Copy of the following:
a.	Title – 2 weeks old from Registrar of Titles
b.	Company Registration Certification
c.	Schedule of Shareholders and Directors
4.	Investment Certificate from Investment Fiji
5.	Passport bio-data page of Shareholders and Directors to enable due diligence to be carried out
6.	Provide coloured photos of the subject lot (to be certified by the solicitor at the back of the photos)
a.	If there is an existing building, then a completion certification to show the date it was completed.
b.	If the existing building was built after the Land Sales Amended Act 2014 comes into force, current Valuation report is required.
7.	Application Fee: \$109.00 (\$100 + \$9.00 VAT) <i>*VAT is Subject to Change</i>



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Note:

Cost advertisement will be borne by applicant and advertised by Ministry of Lands in English twice in the local daily newspaper and twice in the iTaukei language in all i-Taukei radio station **if the land is more than 10 hectares.**

All queries can be directed to: landsinfo@govnet.gov.fj