



Application to Renew a Mineral Tenement

Instructions and Checklist

The *Mining Act 1971* and associated regulations and determinations set out the requirements for submitting an application to renew a Mineral Tenement (including Mining Leases, Retention Leases and Miscellaneous Purpose Licences).

The first requirement is the submission of the appropriate Application Form. An online (iApply) form for the renewal can be accessed [here](#). Additional information is required in support of an application, as detailed in the following checklist. This will assist Tenement Holders in submitting a valid application for renewal, which will see their applications processed efficiently.

Please note that renewals of Exploration Licences are not included in the scope of this information, which is detailed in Guideline [MG33](#).

Requirements

- A Fully Completed Form (via iApply), including:**
 - Full name(s), business address(es) and percentage share of ALL Tenement Holder(s);
 - A contact person for the application, including their name, position held and/or relationship to the Tenement Holder(s), email address and phone number;
 - Mineral Tenement number(s) and details;
 - The proposed term; and
 - A completed declaration and signature(s).

- A statement, outlining the reasons why the tenement should be renewed;**
This statement should include the following information to support the requested term:
 - Description of the authorised operations intended to be undertaken during the requested period of renewal (may include but not limited to resource extraction, mineral processing, rehabilitation, monitoring, care and maintenance);
 - Estimate of remaining resource;
 - A current estimate of production rate and remaining mine life (in years), including proposed timeframe for resource extraction, rehabilitation and monitoring; and
 - If there is currently no production occurring, details of proposed works and estimated timeframes to support commencement of future production.

- IF the application is for a Retention Lease or a Miscellaneous Purpose Licence, a statement:**
 - of performance for the previous term;
 - of the technical, operational and financial capabilities and resources available to the applicant for the purposes of carrying out operations under the renewed lease or licence; and
 - by the applicant or a related body corporate outlining any contravention of, or failure to comply with, a provision of a corresponding law or designated Act in



connection with authorised operations carried out by them within the preceding period of 5 years that resulted in:

- (i) the revocation or suspension of an authority to carry out authorised operations; or
- (ii) a prosecution for an offence; or
- (iii) the imposition of a penalty by a court; or
- (iv) the issuing of a notice, direction or order that required the suspension or discontinuance of any authorised operations or the rectification of any harm to the environment or the rehabilitation of any land, place or other aspect of the environment;

Process

If you are unable to lodge a form through the online (iApply) system, please contact us for a pdf or paper version using the below email address, or by calling (08) 8463 3103.

If an application is lodged without all the necessary information, the applicant may be asked to complete the application consistent with this instruction sheet. Alternatively, the application may be rejected if there are serious deficiencies. Tenement Holders are required to submit a valid renewal application prior to the relevant expiry date, and should ensure that forms are submitted with sufficient time before the expiry date to enable assessment of the application.

On receipt of a completed and valid application for renewal, an assessment will be conducted by the Department. It is anticipated the application will be assessed within three months of a valid application being submitted.

For further information on the process or these requirements, please contact DEM.Tenements@sa.gov.au.