GACJT’s capacity to offer sub-leasing:

On 26 June 2021, the land which comprises of the Jabiru township was formally handed back to the Kakadu Aboriginal Land Trust (**Land Owner**), on behalf of the Mirarr Traditional Owners.

Gundjeihmi Aboriginal Corporation Jabiru Town (**GACJT**) is an approved Commonwealth entity under the *Aboriginal Land Rights (Northern Territory) Act* 1976 (**Land Rights Act**) and represents the Mirarr Traditional Owners.

On the recommendation of the Northern Land Council under the Land Rights Act, GACJT entered into a s19A Township Lease with the Kakadu Aboriginal Land Trust and is now the lease holder to the Jabiru Township Lease. As the lease holder, GACJT has the sole power to grant and manage sub-leases, licences and other rights to occupy within the Jabiru township lease area.

Jabiru township area:

The Jabiru township lease area is currently subdivided into 584 lots including Lot 2353 (“the overarching town lot” which comprises all land not otherwise subdivided for a defined purpose) which makes up the Jabiru township. A map of the township lease area can be viewed on the Northern Territory Government website here: [Jabiru Planning Scheme - Document 2 - Zoning map](https://nt.gov.au/__data/assets/pdf_file/0008/256373/jabiru-zoning-map.pdf) .

How can I occupy land within the Jabiru township area:

Any entity or individual seeking a sub-lease, licence or other right to occupy within the Jabiru township area must completed this Sub-Lease Request Form. Completed forms should be emailed to subleasing@gacjabiru.com.au.

Before completing this form, please read the Sub-Lease Applications and Approvals guidelines, along with the Jabiru Masterplan Development Management Framework. Please note that the Sub-Lease Applications and Approvals guideline replace the previous Sub-Lease Allocation Plan approved by the Gundjeihmi Aboriginal Corporation dated 10 June 2020.

How can I apply for housing in Jabiru:

Jabiru Kabolkmakmen Ltd is the approved new housing entity to manage long-term tenancies and transit accommodation in Jabiru. These tenancies must be managed in accordance with the GACJT Access to Rental Housing in Jabiru Charter, adopted by GACJT in its capacity as a representative of the Mirarr Traditional Owners. Most residential housing requests will be made directly to Jabiru Kabolkmakmen Ltd by your employer.

The exception is if you are applying to be an Approved Managing Entity (AME). An AME is an employer or other agency that requires 20 or more residential lots for the purpose of long-term staff accommodation and has the financial capacity to adequately maintain and manage residential housing. If you would like to be considered as an AME please contact Gundjeihmi Aboriginal Corporation Jabiru Town.

Confidentiality:

GACJT will use its best endeavors to keep your sub-lease request confidential. GACJT is committed to the protection of your personal information and handling of that information in accordance with the Australian Privacy Principles and the *Privacy Act 1988* (Cth) (Privacy Act). GACJT will collect personal information about you, in the course of you completing this form and (if applicable) in the course of your sub-lease, licence or agreement to occupy. GACJT’s Privacy Policy sets out its procedures for the handling of personal information, and information on seeking access or correction, and about making a complaint, including how complaints will be handled. Please contact GACJT should you require a copy of this policy**.** By providing GACJT with personal information about a third party (e.g. a primary contact) you warrant that that person consents to GACJT collecting and handling their personal information in accordance with its Privacy Policy.

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| **SUB-LEASE APPLICANT DETAILS**  |
| **ENTITY APPLICANT DETAILS:** |
| 1. Legal Name of Applicant: | 2. ABN / ACN: |
| Type here | Type here |
| 3. Street Address: | 4. Postal Address: |
| Type here | Type here |
| 5. Type of Business Entity | 6. Liabiliy Insurance: |
| Choose an item Other (Specify): Type here | [ ]  Yes [ ]  No Amount cover held: $ Type here  |
| PRIMARY CONTACT DETAILS (*Person authorised to act on behalf of organisation regarding lease matters*) |
| 7. Full Name: | Type here | 8. Position: | Type here |
| 9. Phone/mobile: | Type here | 10. Email: | Type here |
| SECONDARY CONTACT DETAILS |
| 11. Full Name: | Type here | 12. Position: | Type here |
| 13. Phone/mobile: | Type here | 14. Email: | Type here |

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| **BUSINESS DETAILS** |
| BUSINESS INFORMATION |
| 15. Provide a summary of general business activities and services delivered by the organisation: (*not specific to Jabiru*) |
| Type here |
| 16. Provide details of trades, services and other products the organisation specifically offered, or intended to offer, to Jabiru upon successful sub-lease or tenancy arrangements: (include Business Plan)  |
| Type here [ ]  Business Plan **attached(\*)**  |
| 17. Business experience: Provide details of your business background, experience and skills. Attach any relevant documentation that provides evidence to support your proposal. |
| Type here |
| 18. Is your business a Not-for-Profit or Charity? | [ ]  Yes, Details (if any): *Type here* [ ]  No |
| 19. Is your business Indigenous owned? | [ ]  Yes, Details (if any):  *Type here* [ ]  No |
| 20. Is there any cultural or business affiliation with the traditional Aboriginal land owner group? |  Type here  |
| 21. Have you previously operated a business in Jabiru?  | [ ]  Yes (continue to 22)[ ]  No (go to 24)  |
| 22. If YES, state address of operation and whether this was through a previous sub-lease or tenancy. Provide details.  | 23. If YES, state duration of operations in Jabiru? |
| *Type here*  | *Type here*  |
| 24.Industry licences: To legally carry out the proposed activity, please state industry licences, permits and/or accreditations required for your proposal and supply copies of these documents.  |
| Type here |

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| 25. Source of finance ($) |
| [ ]  Private  | Type here  |
| [ ]  Bank / Finance Institution  | Type here  |
| [ ]  Government Grant / Loan (*if applicable, continue to 26*) | Type here  |
| [ ]  Other (specify):  | Type here  |
| 26. Government Assistance ($) , if applicable  |
| [ ]  Aboriginal Benefits Account (ABA)  | Type here |
| [ ]  Australian Government | Type here |
| [ ]  NT Government | Type here |
| [ ]  Local Government  | Type here |
| [ ]  Indigenous Land Corporation (ILC)  | Type here |
| [ ]  Other (Specify) | Type here |
| 27.Other benefits: Outline any non-monetary benefits to Traditional Owners e.g. infrastructure, in-kind training and employment.  |
| Type here |

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| ALIGNMENT TO MIRARR MASTERPAN AND VISION |
| ALIGNMENT OF BUSINESS OPERATIONS AND SERVICES WITH THE MASTERPLAN |
| 28. How does your business align with the following Masterplan Goals? \**Note: this section will be used to assess applications for consistency with the Masterplan as required under clause 2.6 of the Jabiru Town Plan.* |
| INDIGENOUS OWNERSHIP‘The town celebrates the traditional ownership of the Mirarr people and is founded on an agreement with the traditional owners for the current and future use of the land for the benefit of the local community, the region and the interests and values of Kakadu National Park.’ | [ ]  No[ ]  Yes . Provide details: *Type here* |
| NATIONAL PARK TOWN‘The town celebrates its unique location through consistent building design, landscaping and civil works reflecting the World Heritage and national reserve status of Kakadu National Park with a theme and design utilising natural materials, textures and appearance.’ | [ ]  No[ ]  Yes . Provide details: *Type here* |
| TOURISM TOWN‘The town is a key North Australian location for ecofriendly tourism, active outdoor tourism and Indigenous cultural tourism.’ | [ ]  No[ ]  Yes . Provide details: *Type here* |
| SUSTAINABLE AND RESOURCE EFFICIENT TOWN‘The town showcases carbon neutral technologies for a wet tropical environment’ | [ ]  No[ ]  Yes . Provide details: *Type here* |
| ICONIC CULTURAL HERITAGE DESTINATION‘The town celebrates the unique Indigenous cultural heritage significance of the region and provides a gateway for the Australian community to engage with Indigenous culture.’ | [ ]  No[ ]  Yes . Provide details: *Type here* |
| INDIGENOUS EMPLOYMENT & ENTERPRISE CENTRE‘The town is a key location nationally for excellence and best practice in Indigenous land management knowledge and employment and supports bininj living on country in the northern section of Kakadu National Park.’ | [ ]  No[ ]  Yes . Provide details: Type here |
| SUSTAINABLE RESIDENTIAL POPULATION‘The town attracts and retains long term residents to achieve a sustainable population commensurate with the town’s goals and compatible with Kakadu National Park.’ | [ ]  No[ ]  Yes . Provide details: Type here |
| EDUCATION AND RESEARCH HUB‘The town is a key location for research in North Australian biodiversity, ecology, education, indigenous language, cultural heritage, and archaeology and is a gateway for education based tourism.’ | [ ]  No[ ]  Yes . Provide details: Type here |

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|  | **29. NON-RESIDENTIAL SUB-LEASE REQUEST DETAILS** |
|  | *All organisations need to complete this section for any non-residential lots the organisation requires. This includes any industrial, commercial, retail, government services, office, utility or other non-residential uses. A Business Plan must be provided for each requested sub-lease. AMEs requesting residential sub-leases need to contact GACJT for a separate form.* *For all residential tenancy housing requests, please contact Jabiru Kabolkmakmen Ltd, as the approved new housing entity.* |
|  | **Preferred Description of premises** | **Intended Use** | **Specific requirements (eg must be fenced, shade structure, office front, 2 x private offices) Include est land required if known.**  | **Preferred Lot Number (if known)** | **Preferred Address (if known)** | **Do you currently operate from a premises in Jabiru? If so, provide detail.**  | **Requested Term (year/s)** | **Requested Further Term (year/s)** | **Preferred start date** | **Proposed infrastructure developments and capital purchase (inc timeframes for construction and purchase of capital items)\*** | **Amount of staff expected to be employed through this business operation**  | **Have you applied for staff housing through JKL / your housing stock (if AME)**  |
| *EXAMPLE*  | *Office space with public shop front* | *Office and shop front for IT service provider and repairs* | *2 x private office with public access to shop front* | *123* | *56 ABC Street, Jabiru* | *Yes – currently operating from same address* | *20* | *20* | *ASAP* | *Wheelchair ramp to be constructed 30 September. $15,000.*  | 2 Full- Time 1 Part-Time0 Casual1 Apprentice /  Trainees0 Contract 0 Other: *Type here*  | *Yes*  |
|  |  |  |  |  |  |  |  |  |  |  | *Select* Full- Time *Select* Part-Time*Select* Casual*Select* Apprentice /  Trainees*Select* Contract *Select* Other: *Type here*  |  |
|  |  |  |  |  |  |  |  |  |  |  | *Select* Full- Time *Select* Part-Time*Select* Casual*Select* Apprentice /  Trainees*Select* Contract *Select* Other: *Type here*  |  |
|  |  |  |  |  |  |  |  |  |  |  | *Select* Full- Time *Select* Part-Time*Select* Casual*Select* Apprentice /  Trainees*Select* Contract *Select* Other: *Type here*  |  |
|  | *\*If available, a scope of works and site plan should be included.*   |

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| AUTHORISATION |
| **PRIMARY CONTACT PERSON** (Person authorised to act on behalf of organisation regarding property matters)By signing this form, the applicant declares that the information provided in this application is true and correctName: Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:  |

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| HOW TO SUBMIT THIS FORM |
| **Submit completed and signed form via email to** **subleasing@gacjabiru.com.au** **.**  |