

Surface Rights Board File No.	Applicant/Agent File No.	Date
Applicant Name		Land Description

**SCHEDULE 1 (APPLICATION)**

- Land Description Incorrect
- Not Originally Signed
- Not Dated
- Applied for more than one titled unit
- Applicant/Respondents Incorrect
- Address of Applicant Respondent(s) Incorrect
- Other

**FIRST PARAGRAPH:**

**SECTION 1** Comments:

**SECTION 2** Comments:

**SECTION 3** Comments:

**SECTION 4** Comments:

**SECTION 5** Comments:

**SECTION 6** Comments:

**SECTION 7** Comments:

**Additional Comments:**

**AFFIDAVIT IN SUPPORT OF SURVEY PLAN(S) (Attached to plan(s) that forms part of Schedule 1)**

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Land Description Incorrect                | <input type="checkbox"/> Exhibit(s) Incorrect   | <input type="checkbox"/> Licence/Permit No. Incorrect |
| <input type="checkbox"/> Name of Applicant/Respondent(s) Incorrect | <input type="checkbox"/> Commissioned Incorrect | <input type="checkbox"/> Other                        |

**Additional Comments:**

**SURVEYED PLAN**

- |  |  |
|--|--|
| <input type="checkbox"/> Land Description Incorrect        | <input type="checkbox"/> Acreage               |
| <input type="checkbox"/> Plan Incorrectly Outlined/Colored | <input type="checkbox"/> Certified by Surveyor |
|  | <input type="checkbox"/> Other                 |

**Additional Comments:**

## LAST OFFER

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> No Dollar Amount Indicated  | <input type="checkbox"/> Land Description Incorrect             | <input type="checkbox"/> More than one titled unit of land involved on last offer. Provide breakdown indicating the amount per titled unit |
| <input type="checkbox"/> Acreage (or plan) Incorrect | <input type="checkbox"/> Applicant/Respondent(s) Name Incorrect | <input type="checkbox"/> Other   |
| <input type="checkbox"/> Area not Outlined on Plan   |   |  |

Additional Comments:

## AFFIDAVIT OF REFUSAL/ LAST OFFER

(See our website @ [www.srbicb.gov.ab.ca](http://www.srbicb.gov.ab.ca) under forms for a sample)

- |  |  |
|--|--|
| <input type="checkbox"/> Land Description Incorrect  | <input type="checkbox"/> Incorrectly Commissioned                      |
| <input type="checkbox"/> Applicant/Respondent(s) Name Incorrect  | <input type="checkbox"/> Incorrectly Exhibited (see web – under forms) |
| <input type="checkbox"/> Not Served Personally or via Registered Mail<br>(Section 40 <i>Surface Rights Act</i> ) | <input type="checkbox"/> Other   |
| <input type="checkbox"/> Offer Refused/Deemed Refused  |  |

Additional Comments:

## CERTIFICATE OF TITLE/CROWN SEARCH LETTER

- |   |  |
|---|--|
| <input type="checkbox"/> Current Certificate of Title /Search | <input type="checkbox"/> Registered Interest Holders |
| <input type="checkbox"/> Incorrect Land(s)                    | <input type="checkbox"/> Other                       |

Additional Comments:

## LICENCE, PERMIT OR APPROVAL

The Board is required to ensure that the right of entry order is not inconsistent with the licence/permit or other approval (Section 15(6) of the *Surface Rights Act*) and may request additional information relevant to the right of entry at a future date.

- |  |  |
|--|--|
| <input type="checkbox"/> Licensee/Applicant Name | <input type="checkbox"/> Surface Coordinates |
| <input type="checkbox"/> Expired                 | <input type="checkbox"/> Other               |
| <input type="checkbox"/> Not Signed or Dated     |  |

Additional Comments:

**COMMENTS:**

---

---

---

---

---

---

---

---

---

---

Although a Board Administrator will review applications, it is always the Applicant's responsibility to ensure that their application is complete, accurate and in compliance with the requirements of the Board and the statutory requirements. Ultimately it will be up to the Board panel hearing the application to decide whether or not the application is valid.

The Board Administrator may deliver a written notice with reasons to the Applicant giving the Applicant a reasonable amount of time to complete the application, provide additional information or documentation, or correct deficiencies. Consider this your written notice that if the application for right of entry has not been successfully filed within **6 months** of the date of this Notice the file will be closed.

---

**For further information please visit our website at  
[www.srbicb.gov.ab.ca](http://www.srbicb.gov.ab.ca)**