Sub-Lease Transfers

If a sub-lessor intends to sell or transfer the lease over their property, either within Nhulunbuy or the Industrial Estate, the Nhulunbuy Corporation is required to prepare a report as to the condition of the property by the holder of the Head Lease, Rio Tinto. The same procedure applies when a sub-lessor wishes to either sublet the property or there is a change of sublessee.

A Sub-Lease Transfer involves an inspection of the property, both internal and external, by the Nhulunbuy Corporation's Building Administration Officer. A fee, as per the Nhulunbuy Corporation's Schedule of Fees and Charges, is payable by the sub-lessor prior to the inspection taking place.

A Sub-Lease Transfer Report Application form must be completed and submitted with the required fee. Rio Tinto must also be informed by the sub-lessor, or their agent, of the intended sub-lease transfer prior to the inspection.

Please contact the Building Administration Officer on 8939 2200 or at building@ncl.net.au for further information.