Government of **Western Australia**
Department of **Treasury and Finance**
RevenueWA

Process: Exploration Licences and Mining Leases

Make Agreement

Enter into tenement sale agreement or execute tenement transfer (Form 23)

Lodge with RevenueWA

Lodge the sale agreement (if there is one) and transfers with RevenueWA within two months through the Online Services Portal via RevenueWAConnect

Review by RevenueWA

RevenueWA will review the transaction and determine if further information is required, and if the tenements need to be valued. A valuation may be required if the parties to the transaction are related, or if part of the consideration cannot be determined at the time of the transaction (e.g. a royalty payment based on future production).

Is more information required?

Yes

Requisition

RevenueWA may ask for more information about the transaction, e.g. whether the consideration included GST, or for supporting documents like a royalty deed

No

Is a valuation required?

Yes

Valuation

If a valuation is required you may be asked to provide additional information, including exploration history and geological reports

Once all information is provided, RevenueWA will obtain a valuation of the tenements

No

Duty Assessed

RevenueWA will issue a Duties Assessment Notice to your Portal account based on the consideration or value, whichever is higher.

Pay the duty

When the duty is paid you will receive Certificates of Duty through your Online Services Portal account.

Lodge transfers

Lodge the following documents with the Department of Mines, Petroleum and Exploration (DMPE) through Mineral Titles Online:

1. Mining tenement transfers (Form 23)
2. Certificates of Duty
3. Copy of sale agreement (if there is one)
4. Security Form (Form 32)
5. Ministerial Consent (for exploration licences transferred in their first year and any mining leases)

Transfers reviewed

DMPE will assess the transfers and supporting documents

Are the transfers acceptable?

Yes

Registration

Register transfers and notify lodging party

No

Reject or Provisionally Accept and notify lodging party

Correct deficiencies and re-lodge