

GENERAL INFORMATION	
Name of formality	Permit for the Conversion of Agricultural Land
Type of formality	Other
Date of last modification	08.01.2018
Responsible Authority	Agriculture and Forestry Department
Who should apply for this formality?	Any individual or legal entity that intends to convert the agricultural land (land defined to be used for agriculture, livestock, and agricultural research including irrigation) for other purposes.
Qualifications needed by the business to get the formality	1. Having a legitimate letter of authorization on lands

LEGAL FRAMEWORK			
Name	Number	Date	Comment
Law on Agriculture	01/98/NA	10.10.1998	Article 5 and article 13
Law on Land	70/NA	21.06.2019	Article 25
Order on the Determination and Management of Land for Agriculture and Forestry in Vientiane Capital	0250/VCPG	29.03.2017	Article 13

REQUIRED DOCUMENTS FORMALITIES		
Name	Type	Comment
\${SUPPORT_NAME}	\${SUPPORT_TYPE}	\${SUPPORT_COMMENT}

LIST OF ATTACHED DOCUMENTS FOR FIRST TIME APPLICATION		
Name of document	Type of document	File of document

\${ATTACHMENT_NAME}	\${ATTACHMENT_TYPE}	\${ATTACHMENT_FILE}
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LIST OF ATTACHED DOCUMENTS FOR RENEW APPLICATION		
Name of document	Type of document	File of document
\${ATTACHMENT_NAME_RENEW}	\${ATTACHMENT_TYPE_RENEW}	\${ATTACHMENT_FILE_RENEW}

MEAN OF PRESENTATION		
Means of presentation	At the Authority Offices	
Address of authority	Agriculture and Forestry Department, Vientiane Capital	
Time it takes to the authorities to process the formality	21	The process shall take around 14 to 21 working days after the application is submitted at the Single Window Service of Department of Agriculture and Forestry of Vientiane Capital. Once the authorities receive the application, they will request the comments from the district mayor through the District Office of Agriculture and Forestry, related government offices as well as from the village office where the land locates. After gathering comments from related offices, the authorities will take around 5 working days for issuing the permit (refers to the Decision of Department of Agriculture and Forestry of Vientiane Capital, No. 207/DAF.VTE, dated 17 January 2011)

RENEWAL INFORMATION	
Does the formality have a validity or an expiration date?	How long will the formality be valid for? (in months)
NO	0
What is the process and conditions to get the formality?	
What is the process and conditions to renew the formality?	

ISSUING FEES

Has application fees?	Service fees businesses need to disburse	Certificate fees businesses need to disburse	Application fees businesses need to disburse	Total fees businesses need to disburse
YES	0.00	50000.00	60000.00	110000.00
Comments	Refer to the Decision of Department of Agriculture and Forestry of Vientiane Capital, No. 207/DAF.VTE, dated 17 January 2011.			
ADDITIONAL ISSUING FEES				
Additional fee names				
NO	0.00	0.00	0.00	0.00
Additional fee comments				

RENEWAL FEES				
Has renewal fees?	Service fees businesses need to disburse	Certificate fees businesses need to disburse	Renewal fees businesses need to disburse	Total renewal fees businesses need to disburse
NO	0.00	0.00	0.00	0.00
Comments				
ADDITIONAL RENEWAL FEES				
Additional renewal fees names				
NO	0.00	0.00	0.00	0.00
Additional renewal fees comments				