

<b>GENERAL INFORMATION</b>	
<b>Name of formality</b>	Permit for the Conversion of Agricultural Land
<b>Type of formality</b>	Other
<b>Date of last modification</b>	08.01.2018
<b>Responsible Authority</b>	Agriculture and Forestry Department
<b>Who should apply for this formality?</b>	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.
<b>Qualifications needed by the business to get the formality</b>	1. Having a legitimate letter of authorization on lands

<b>LEGAL FRAMEWORK</b>			
<b>Name</b>	<b>Number</b>	<b>Date</b>	<b>Comment</b>
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

<b>REQUIRED DOCUMENTS FORMALITIES</b>		
<b>Name</b>	<b>Type</b>	<b>Comment</b>
\${SUPPORT_NAME}	\${SUPPORT_TYPE}	\${SUPPORT_COMMENT}

<b>LIST OF ATTACHED DOCUMENTS FOR FIRST TIME APPLICATION</b>		
<b>Name of document</b>	<b>Type of document</b>	<b>File of document</b>

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

<b>MEAN OF PRESENTATION</b>		
<b>Means of presentation</b>	At the Authority Offices	
<b>Address of authority</b>	Agriculture and Forestry Department, Vientiane Capital	
<b>Time it takes to the authorities to process the formality</b>	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)

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

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

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