



# MANAGED TIMBERLAND PROGRAM

## Initial Contract and Application Instructions

1. To qualify, you **MUST**:

- 1) Own a minimum of **10 wooded acres** that are **not part of a subdivision**;
- 2) On Page 2 identify every parcel by district, tax map number, parcel number and acreage.

**NOTE:** If you need assistance with property details, we recommend contacting the County Assessor in the county where the property is located for assistance.

2. **READ THE CONTRACT.** This is a legally binding contract with the West Virginia Division of Forestry. If you are determined to be eligible to participate in the Managed Timberland Program and fail to adhere to the provisions of the contract you may be removed from the program and assessed penalties as authorized by State law (W. Va. Code §11-1C-11a(c)).

3. Your application and contract **MUST**:

- 1) Include the names and original signatures of **ALL** property owners;
- 2) Include a valid mailing address;
- 3) Include a phone number where owners are most likely to be reached. Feel free to attach additional sheets to the application/contract to provide all mandatory information; and
- 4) Be **notarized and postmarked no later than July 1.**

4. After meeting all the requirements, **mail the original notarized contract and application** to:

WV Division of Forestry  
Managed Timberland Program  
7 Players Club Drive  
Charleston, WV 25311



# Initial Contract and Application for Managed Timberland Valuation

The undersigned does hereby acknowledge that they wish to enroll their forested land, as detailed on the attached sheet, as Managed Timberland. The Managed Timberland program is a property tax incentive program administered by the Property Tax Division of the WV Tax Department and Certified by the WV Division of Forestry. In return for a preferential property tax assessment which is based on the formula found within WV 110 CSR 1H, the undersigned agrees that they will develop a management plan for the property within 2 years. In addition they agree to harvest no timber before said plan is completed. The plan must contain, at minimum, the following:

1. The owner's multipurpose objectives for the property.
2. To remain in at least 40% or greater forest cover of well distributed commercially important trees.
3. To produce continuous crops of timber according to the site's productivity.
4. To be monitored for and action taken against threats from injurious agents, pests or diseases.
5. Ensures that harvesting will be done in a manner that assures regeneration of the landowner's preferred species.
6. Assures sustainability of forest resources and compliance with the Logging Sediment control Act, W. Va. Code '19-1B-1 et seq.

The undersigned also authorizes periodic and reasonable access to the WV Division of Forestry for the purposes of evaluating compliance to the plan. Furthermore, they agree that for every tax year they wish to maintain the preferential tax assessment, they must re-apply by no later than September 1st of the tax year. Failure to reapply will mean loss of the preferential assessment for that year.

- The property I am enrolling in Managed Timberland is also enrolled in carbon offset agreement on \_\_\_\_\_ acres.
- The property I am enrolling in Managed Timberland is not currently part of any carbon offset agreement.

\_\_\_\_\_  
Printed Name Owner #1

\_\_\_\_\_  
Printed Name Owner #2

\_\_\_\_\_  
Signature Owner #1

\_\_\_\_\_  
Signature Owner #2

\* If there is more than one owner, then all owners must be listed unless one individual has power of attorney privilege or authority to sign on behalf of all others. Use additional sheets if needed

Address: \_\_\_\_\_  
 \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Date: \_\_\_\_\_

Address: \_\_\_\_\_  
 \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Date: \_\_\_\_\_

State of \_\_\_\_\_  
 County of \_\_\_\_\_, To wit

The foregoing contract with the WV Division of Forestry to manage certain timberlands was signed by \_\_\_\_\_  
 and acknowledged before me on \_\_\_\_\_  
 My Commission expires: \_\_\_\_\_

\_\_\_\_\_  
Notary Public

For Division use only.

The above contract to perpetuate use of certain lands as Managed Timberland under the multiple use plan is hereby approved:

Received:

Approved by: \_\_\_\_\_  
Title: \_\_\_\_\_

\_\_\_\_\_  
Approved Signature

**Mail completed forms by July 1st via Certified Mail to: WV Division of Forestry, 7 Players Club Dr., Charleston, WV 25311 ATTENTION: Managed Timberland Program**

