



MANAGED TIMBERLAND PROGRAM

Instructions for Completing the Renewal Application

1. **Read** the renewal thoroughly, You are renewing your contract between yourself and the WV Division of Forestry. Failure to adhere to the terms of the contract could lead to removal from the program and penalties being assessed as per **W. Va. Code §11-1C-11a(c)**

2. Check the boxes that apply to your plan status and the options relating to the property's enrollment in a Carbon offset program.

- Please note, this will not necessarily prohibit you from re-certifying for Managed Timberland at this time but we encourage you to review our position statement on forest carbon found here:
<https://wvforestry.com/wp-content/uploads/2023/07/MT-Carbon-22-7.17.23-GBP.pdf>

3. Please provide the owner(s) name and original signature as well as a mailing address to which we can mail any further correspondence, as well as a day time telephone number and email address. Attach more pages as needed for owner information and signatures in excess of 2.

4. Unlike the Initial Contract, no notarization is required.

5. On **Page 2** of the form you will be asked to **identify each parcel** of land by filling in the district, tax map number, parcel number, and acreage. If you do not know what this information should be, please phone your county assessor's office for assistance.

If your form is pre-populated with your existing parcel information, you only need to verify the information is correct and make any additions or subtractions as may be needed.

6. Send the **originally signed** application to the Division of Forestry, 7 Player's Club Drive, Charleston, W.V., 25311 ATTENTION: Managed Timberland Program. The document must be postmarked with a date **on or before September 1st** of the upcoming tax year. It is highly recommended that you send this document via a method that provides proof of receipt such as Certified or Priority Mail.



Managed Timberland Renewal Application

DUE BY SEPTEMBER 1ST

The undersigned acknowledges that they wish to renew the Managed Timberland contract on their forested land, as indicated on the attached sheet, as Managed Timberland. The Managed Timberland Program provides a property tax incentive and is 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 and in accordance with the provisions of *W. Va. Code R. § 110-1H et. seq.*, the undersigned agrees that they remain compliant with the terms of the original contract.

Furthermore, the undersigned certifies the following selections are true and understands that the WV Division of Forestry has the authority to inspect the properties to ensure continued program eligibility.

Plan Information:

- I have a written management plan prepared by a registered forester that meets the requirements listed below.
- I have adequate forestry knowledge to prepare my own management plan that meets the requirements listed below.
- The allotted 2-year grace period to establish my plan has not yet expired, but I agree that I will not harvest any timber until the plan, currently being developed to comply with the requirements below, has been approved.

The plan must be designed to meet all of the following requirements:

1. The owner's multipurpose objectives for the property.
2. Retain at least 40% forest cover of well distributed commercially valuable trees.
3. Produce continuous crops of timber according to the site's productivity.
4. Monitor and include a specific plan of action to guard against threats from injurious agents, pests or diseases.
5. Ensure that harvesting will be conducted in a manner consistent with regeneration of the landowner's preferred species.
6. Assure sustainability of forest resources and compliance with the Logging Sediment Control Act, *W. Va. Code § 19 1B-1 et. seq.*

- The property I am enrolling in Managed Timberland includes _____ acres that are also part of a carbon offset agreement
- 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: _____

Address: _____

Email: _____

Email: _____

Phone: _____

Phone: _____

Date: _____

Date: _____

For Division use only.

The above contract renewal for certain lands as Managed Timberland under the multiple use plan is hereby approved:

Approved:

Approved by: JEREMY JONES

Title: DIRECTOR / STATE FORESTER

Approved Signature

Mail completed forms no later than September 1st via Certified Mail to: WV Division of Forestry, 7 Players Club Dr., Charleston, WV 25311 ATTENTION: Managed Timberland Program

