



MANAGED TIMBERLAND PROGRAM

Instructions for Completing the Initial Contract and Application

1. You must have a minimum of **10 contiguous wooded acres** before submitting the completed contract. The land can be part of a designated subdivision but cannot be subject to any restrictions which would restrict the harvest of merchantable timber. If you are in doubt, please contact your county assessor's office.
2. **Read** the contract thoroughly; this is a binding legal agreement between you and the WV Division of Forestry. Failure to adhere could lead to removal from the program and penalties being assessed as per **W. Va. Code §11-1C-11a(c)**
 - a. If you have enrolled your property in a forest carbon offset agreement, please indicate your participation on the form. Please note, this will not necessarily prohibit you from enrolling in 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, a mailing address to which we can mail any further correspondence, a daytime telephone number, and email address. Attach more pages containing this information for each additional owner if there are more than 2 owners.
4. Have the Contract and Initial Application notarized.
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 contact your county assessor's office for assistance.
6. Send the **original signed and notarized** 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 July 1st** of the upcoming tax year. We recommend using Priority or Certified Mail or any form of shipment with tracking and/or delivery notification.



Initial Contract and Application for Managed Timberland Valuation

Due July 1st

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 22 CSR 6, the undersigned agrees that they will develop a written management plan signed by a registered Forester or Forestry Technician for the property within 2 years, or engage a Forester or Forestry Technician to manage the timber on their behalf. 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 non-invasive 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 non-invasive trees.
6. Assures sustainability of forest resources and compliance with the Logging Sediment control Act, W. Va. Code '19-1B-1 et seq.
7. A basic inventory of tree species and volume present on the property.
8. A map of the property delineating the forest stands present.
9. A schedule of planned silvicultural activities to meet the management goals.

The undersigned also authorizes periodic and reasonable access to the WV Division of Forestry for the purposes of evaluating compliance to the plan. Furthermore, if they wish to maintain the preferential tax assessment, they must re-apply by no later than September 1st every 5th year. Failure to reapply will mean loss of the preferential assessment until the tax year in which reapplication is made.

- ☐ 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

PROPERTIES INVOLVED IN MANAGED TIMBERLAND

COUNTY

*OWNER(S) NAME(S)

[illegible]

(SHADED AREAS FOR OFFICE USE ONLY)

S:\Shared\Managed Timberland\Website Information\WT Application

***If there is more than one owner, then all owners must be listed and must sign on front unless one individual has power of attorney privilege or authority to sign on behalf of all others.**

*** RESIDUAL ACREAGE IS OTHER ACREAGE NOT INVOLVED IN TIMBER MANAGEMENT PROGRAM, SUCH AS: HOMESITE, PASTURE, TILLABLE, ETC. FOR THOSE PROPERTIES WHERE RESIDUAL ACREAGE IS LISTED, INFORMATION IDENTIFYING THE USE OF THE NON-MANAGED ACREAGE IS REQUIRED.

ALL OF THE ABOVE DATA CAN BE OBTAINED FROM INFORMATION AVAILABLE AT THE COUNTY ASSESSOR'S OFFICE

APPLICATIONS FOR CERTIFICATION MUST BE SUBMITTED TO THIS OFFICE BY SEPTEMBER 1.