



MANAGED TIMBERLAND PROGRAM

Instructions for Completing the Renewal Application

1. **Read** the renewal thoroughly. You, the landowner(s), are renewing the contract with 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, 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. Unlike the Initial Contract, no notarization is required.
5. On **Page 2** of the renewal form, please **identify each parcel** of land by filling in the district, tax map number, parcel number, and acreage. If you do not know this information, please contact 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 **original signed renewal** 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. If you prefer, you may also scan and email the completed renewal to DOFManagedTimberland@wv.gov
7. Retain a copy of the reapplication with any supporting documentation for your records.



Managed Timberland Renewal Application

Due September 1st

The undersigned does hereby acknowledge that they wish to renew their Managed Timberland contract on 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 are still in compliance with the terms of the contract and their Management Plan.

Furthermore, the undersigned does certify the following selections to be true and that the WV Division of Forestry has the authority to inspect the properties to ensure compliance with the agreed upon requirements.

Plan Information:

☐ I have a written Management Plan prepared by a Registered Forester which provides for the requirements listed below.

☐ A Forester is employed or contracted to manage the timber on my property.

The plan must provide for the following minimum conditions:

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 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: _____

For Division use only.

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

Received:

Approved by:

Title:

Approved Signature

Mail or scan and email 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, Email: DOFManagedTimberland@wv.gov

PROPERTIES INVOLVED IN MANAGED TIMBERLAND

COUNTY

*OWNER(S) NAME(S)

[illegible]

(SHADED AREAS FOR OFFICE USE ONLY)

S:\Shared\Managed Timberland\Website Information\WTF 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.