

# APPALACHIAN CARBON PARTNERSHIP



## REQUIREMENTS CHECKLIST

**Directions:** Complete and return this checklist with all required documents to the office that serves the location of the land you wish to enroll. Use the charts at the bottom and on the back of this page to list out deeds, management or stewardship plans, and tax map information.

**Landowner Name:** \_\_\_\_\_ **Property Name:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

Required Items	✓	Total Acres	Office Use Only	
			Date rec'd	Initials
<b>1. Proof of Ownership</b>				
a. Deeds				
b. Tax map				
c. Property taxes (as proof of acreage and ownership)				
d. Other (special circumstances only)				
<b>2. Forest Certification</b>				
a. Latest audit report from the certification system that indicates the forest is certified, including dates and acreage				
b. Management or stewardship plans				
<b>3. Contract</b>				
a. Contract signed by landowner				
b. Statement of Intent signed by landowner				
c. Memorandum of Contract signed by landowner in front of notary				
<b>Office Use Only</b>				
<b>4. Inventory</b>				
a. Inventory data per MACED's protocol (excel data)				
b. Stand maps and sampling grid (topographic)				

### Tax Maps

	Acreage	Parcel Name	Parcel #	County	State
1					
2					
3					
4					
5					
<b>Total Acreage</b>					

**Deeds** (Attach additional sheets as necessary)

	Acreage	Book #	Page #	County	State
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
<b>Total Acreage</b>					

**Management/Stewardship Plans**

	Acreage	Case Record # (if applicable)	Examination Date (mm/dd/yr)	County	State
1					
2					
3					
4					
5					
<b>Total Acreage</b>					