



NOTICE TO INTENDING APPLICANTS FOR A WOODLOT LICENCE

Applications in sealed and properly designated envelopes for Woodlot Licence _____ (the "Licence") will be received at the office of the District Manager at _____ until _____ hours on _____, 19____ (the "deadline for applications").

Included with this notice is information that you should be familiar with before you submit an application for a Woodlot Licence. Please read and understand:

- the brochure "Ministry of Forests Woodlot Licence Program";
- the sample Woodlot Licence document (form FS 586);
- the "Application for a Woodlot Licence" (form FS 991);
- the map and information summary of the Crown land component of the proposed Woodlot Licence.

If you wish to submit an application, you should discuss the Woodlot Licence with the District Manager and review the requirements of:

- Management Plan;
- Forest Development Plan;
- Cutting Permit;
- Road Permit;
- annual report.

APPLICATIONS

Complete the "Application for a Woodlot Licence" (form FS 991) and submit it to the District Manager before the deadline for applications.

An application that is submitted after the deadline for applications or is incomplete or incorrect may be rejected.

EVALUATION OF APPLICATIONS

The District Manager or the Regional Manager shall evaluate the applications and may approve an application, decline to approve all applications or decide to grant the licence to the applicant who offers the largest bonus offer.

To select the application that is expected to make the greatest contribution to the goals of the Woodlot Licence Program, the District Manager shall consider several factors, including:

- the amount and quality of private land that is proposed for inclusion in the Woodlot Licence;
- the ease and frequency with which an applicant can attend the Woodlot Licence;
- the applicant's intent regarding the administration and management of the Woodlot Licence.

The District Manager or the Regional Manager shall evaluate each application and assign a point total based on the applicant's qualifications in three specific areas, namely:

<u>Selection Criteria</u>	<u>Value</u>
private land contribution	points
applicant suitability	points
management intent	points
Total:	100 points

The applicant receiving the highest point total will normally be awarded the Woodlot Licence.

If, for whatever reason, a clear decision regarding the award cannot be made on the basis of the evaluation, the District Manager has the option of awarding the Woodlot Licence to the applicant who offers the largest bonus offer, or declining all applications.

BONUS OFFERS

If the decision is made to grant the Woodlot Licence by bonus offer, the District Manager shall specify a date by which tenders in sealed envelopes containing a lump sum bonus must be submitted. The District Manager shall approve the tender containing the highest lump sum bonus offer or, at the direction of the Minister of Forests, decline to approve all tenders.

The unsuccessful applicants will be notified and their deposit and bonus amount may be returned.

EXECUTION

Following approval of the application or tender, and following the completion and approval of a Management Plan and a Forest Development Plan, the District Manager shall enter into the Woodlot Licence agreement.

If the successful applicant fails or refuses to enter into a Woodlot Licence agreement, the deposit and bonus amount is forfeited to the Crown.

The successful applicant will receive two copies of the Woodlot Licence document for signature, together with an invoice for the first year's annual rent. Both copies of the signed document and payment of annual rent must be returned to the District Manager without delay. The District Manager shall then execute the agreement and return one copy.

A Cutting Permit must be obtained before cutting can take place.

The licensee shall be responsible for all silviculture costs and the payment of stumpage charges as determined by the Forest Service.

A woodlot licensee is also required to submit a report each year on the activities undertaken on the licence area.

ROADS AND RIGHTS-OF-WAY

If a Road Permit is required in conjunction with the Woodlot Licence, the applicant can include a Road Permit application with his application or tender.

Further information may be obtained from the District Manager at the above address.