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*Agency of Natural Resources*

Forester Name  
County County Forester  
Department of Forests, Parks & Recreation  
Address Line 1  
Town, VT 99999

(802) xxx-xxxx  
First.Lastname@vermont.gov  
fpr.vermont.gov

April 16, 2020

Sample Landowner  
Address Line 1  
Town, VT 99999

**Subject:** Your forestland in Town with SPAN: xxx-xxx-xxxxx

**Action Needed:** Use Value Appraisal Forest Management Plan Update due by April 1, 2021

Dear Forest Landowner,

The State of Vermont appreciates that you have forestland enrolled in Vermont's Use Value Appraisal (UVA) program, also known as Current Use. The UVA program enables forest landowners like you to pay property taxes on eligible forestland based on its value for forestry practices rather than its development value, which can save you money. To qualify for this program, you are following an approved forest management plan that prioritizes management for high quality forest products and other objectives supported by a working forested landscape, like wildlife habitat and clean water.

To remain enrolled in the UVA program and maintain your use value tax benefits, you must update your forest management plan every 10 years. The required update ensures that forest management recommendations are based on current conditions and provides an important opportunity to revisit your forest management goals.

***The forest management plan on file for your property in Town (SPAN:xxx-xxx-xxxxx) will expire on April 1, 2021.***

An updated management plan must be filed with this office by April 1, 2021. The plan must be prepared and submitted in a manner that complies with Vermont's forester licensing law, and include detailed descriptions of your forest, updated maps, and a schedule of management activities to be completed over the next 10 years. For more information about plan requirements, including the forester licensing law, please visit [fpr.vermont.gov/UseValueAppraisal](http://fpr.vermont.gov/UseValueAppraisal). Scheduling and developing your management plan could take months and Vermont licensed foresters become increasingly busy as the April 1st deadline approaches. Don't wait until March to get started. If you haven't already done so, contact your consulting forester and plan for the future of your forestland enrolled in Vermont's UVA program.

**Important COVID-19 Information: *The Governor's Stay Home, Stay Safe Executive Order in response to the pandemic identifies forestry as an essential service. This means that licensed foresters are still available to develop management plans, which can be developed safely through social distancing and other required health and safety measures.*** If circumstances resulting from COVID-19 will prevent the timely development of your management plan, please contact me to discuss options.

For a list of licensed consulting foresters in your area, or if you have questions about forest management plans, this process, or the requirements of the UVA program, please don't hesitate to call or email me.

Sincerely,

Forester Name  
County County Forester