

## Interior Monthly Log Market Report Reporting Instructions

1. This report is being requested from Interior log purchaser end users including but not limited to; sawmills, pulp mills, shake mills, log home builders, plywood plants, OSB plants, pellet plants, and specialty mills for Bio-energy production.
2. This report is to be submitted by the 15th of each month for the previous month's log purchases using the spreadsheet provided at the following link: <http://www.for.gov.bc.ca/hva/logreports.htm>.

Report is to be e-mailed to: [Interior.Log.Reporting@gov.bc.ca](mailto:Interior.Log.Reporting@gov.bc.ca) AND the Revenue Accountant; [Miles.Rice@gov.bc.ca](mailto:Miles.Rice@gov.bc.ca) for the Northern Interior or [Bunny.Covey@gov.bc.ca](mailto:Bunny.Covey@gov.bc.ca) for the Southern Interior. If email is not available then **faxed** with attention to "Interior Log Reporting" to: (250) 387-8393.

3. All arms length log purchase transactions for logs originating in the B.C. Interior for consumption within the B.C. Interior must be reported. Trades or internal transfers or purchases that include logging or other in-kind expenditures as part of the purchase price are not submitted.
4. An "arm's length transaction" is defined as a sale involving two parties who are independent of each other. In such a transaction no special consideration, such as preferred pricing arrangements, special services, etc is made because of one party's relationship to the other. Sales within a company or other transactions between two parties having a legal, financial, or other common connection are, by definition, not "arms length transactions".
5. All data will be held in strict confidence by Timber Pricing Branch and will not be released or published except in summary form where the individual purchaser or seller cannot be identified as per section 136 of the Forest Act.
6. For each monthly Interior Log Market Report:
  - a. Enter the company, client number (if available), mill number or numbers (if more than one in the aggregate report), month, year and general location of the reporting mill(s) on the spreadsheet provided. Where more than one company mill is in close proximity, the report may be a summary of those mills.
  - b. Enter the number of transactions in the aggregate record by species and log sort category. Files of the data must be maintained by the licensee to back up the report for future review by the regional accountant or Timber Pricing accountant.
  - c. Enter the data using the pre-selected log sort types based on intended end use, and add comments in the last column of the report if explanation of the product or price would be helpful.
  - d. Enter the volume purchased by species or species groups in cubic metres. Species totals must equal the log sort category total. If a single species is purchased from one of the grouped species, a comment identifying that should be made in the last column.
  - e. Enter the purchase price **in dollars per cubic metre** (including stumpage, bonus and penalties) in Canadian dollars, FOB mill.
  - f. Enter the total volume and value for log purchases for the month in the control totals fields.
  - g. Enter the licensee representative; name and contact number.
7. If you have any questions please contact Tom Casey, Senior Interior Timber Pricing Accountant, at [Tom.Casey@gov.bc.ca](mailto:Tom.Casey@gov.bc.ca) or (250) 387-3610.