



Schedule A - Facility Verification BC Timber Sales Category 4 - Value-added

The following information must be submitted as Schedule "A" to accompany the registration application to the BC Timber Sales Value-added Manufacturing Program (Category 4 - Value-added). This information is required as per the registration requirements outlined in the BC Timber Sales Regulation.

It is the responsibility of the applicant to submit complete and accurate information otherwise it may delay processing the application or it may result in the application being rejected.

Applicant Name:	
Head Office Address:	
Processing Facility Address: (if different than above)	

Definitions

Please refer to section 1(1) of the BC Timber Sales Regulation for the following definitions:

- 1) eligible value-added product,
- 2) eligible value-added processing facility, and
- 3) production worker

Operating Hours - are the number of hours the processing facility is operating to produce an eligible value-added product and are not based on the production workers' accumulated hours charged to operations. For example, if a processing facility has 10 employees and they each work 10 hours per day, then the operating hours on that day are 10 hours.

Eligibility and Registration

			FOR MINISTRY USE ONLY
1.	Do you own or lease a processing facility in British Columbia? Attach documentation verifying ownership or lease. Examples include signed lease agreement, property assessment notice, bill of sale of ownership etc.	Yes: <input type="radio"/> No: <input type="radio"/> If yes, provide the name of the corporation: <input style="width: 100%;" type="text"/>	
2.	Do you or the corporation have a pulpwood agreement or a major licence(s) that together have an aggregate allowable annual cut greater than 10,000 cubic metres?	Yes: <input type="radio"/> No: <input type="radio"/>	
3.	Do you control a corporation that holds a pulpwood agreement or one or more major licences that together have an aggregate allowable annual cut greater than 10,000 cubic metres?	Yes: <input type="radio"/> No: <input type="radio"/> If yes, provide the name of the corporation: <input style="width: 100%;" type="text"/>	



Schedule A - Facility Verification BC Timber Sales Category 4 - Value-added

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4.	Does the corporation have 50% or more of its shares held by one or more shareholders that are also shareholders in a corporation that holds a pulpwood agreement or one or more major licences that together have an aggregate allowable annual cut greater than 10,000 cubic metres?	<p>Yes: <input type="radio"/> No: <input type="radio"/></p> <p>If yes, list all shareholders:</p> <div style="border: 1px solid black; height: 40px; width: 100%;"></div>
5.	Is the corporation controlled by a corporation that is also in control of a corporation that holds a pulpwood agreement or one or more major licences that together have an aggregate allowable annual cut greater than 10,000 cubic metres?	<p>Yes: <input type="radio"/> No: <input type="radio"/></p> <p>If yes, provide the name of the controlling corporation:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>Name of corporation holding the major licence or pulpwood agreement:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
6.	Is the corporation controlled by a corporation that holds a pulpwood agreement or one or more major licences that together have an aggregate allowable annual cut greater than 10,000 cubic metres?	<p>Yes: <input type="radio"/> No: <input type="radio"/></p>
7.	Check the appropriate category of value-added products that are produced at the processing facility.	<p>Check all that apply:</p> <p><input type="checkbox"/> Commodity Lumber Products (e.g., plywood, panelboard, commodity lumber products)</p> <p><input type="checkbox"/> Mass Timber Products (e.g., glulam, nail laminated, dowel laminated, cross laminated timber)</p> <p><input type="checkbox"/> Engineered Wood Products (e.g., LVL, I-joists, laminated posts/beams, trusses, prefab buildings, treated wood)</p> <p><input type="checkbox"/> Log Home and Timber Frame</p> <p><input type="checkbox"/> Millwork and Finished Products (e.g., doors, windows, architectural and custom woodwork, turned wood products, mouldings)</p> <p><input type="checkbox"/> Remanufactured Products (e.g., finger joint, lumber specialties, fencing, panels, crane mats)</p> <p><input type="checkbox"/> Pallets and containers (e.g., pallets, boxes, crates)</p> <p><input type="checkbox"/> Poles</p> <p><input type="checkbox"/> Post and Rails</p> <p><input type="checkbox"/> Other:</p>



Schedule A - Facility Verification BC Timber Sales Category 4 - Value-added

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		<div style="border: 1px solid black; width: 150px; height: 20px; margin-bottom: 5px;"></div> Please specify your product(s): <div style="border: 1px solid black; width: 150px; height: 40px;"></div>	
8.	Provide the number of operating hours the processing facility operated in the last calendar year (i.e., January to December). Attach documentation verifying the number of hours of operation in the last calendar year. Examples include payroll report, record of employment etc.	Number of hours: <input style="width: 100px;" type="text"/> Documentation attached: Yes: <input type="radio"/> No: <input type="radio"/>	
9.	Provide the number of production workers working at the processing facility in the last calendar year (i.e., January to December). Attach documentation verifying the number of production workers in the last calendar year. Examples include payroll report, T4 Summary etc.	Number of production workers: <input style="width: 100px;" type="text"/> Documentation attached: Yes: <input type="radio"/> No: <input type="radio"/>	
10.	Is another person or corporation registered in Category 4 - Value-added that produces value-added products within the processing facility?	Yes: <input type="radio"/> No: <input type="radio"/>	
11.	Do you give consent for Ministry of Forests employees or Ministry contract personnel to go on site to the processing facility? A site visit is mandatory to verify you meet the eligibility and registration requirements of Category 4 - Value-added.	Yes: <input type="radio"/> No: <input type="radio"/>	
12.	Do you give consent for Ministry of Forests employees or Ministry contract personnel to take photos of the processing facility? Photos will be taken in and outside of the processing facility and will be used to document verification that eligibility and registration requirements are met. Photos will not be shared.	Yes: <input type="radio"/> No: <input type="radio"/>	



Schedule A - Facility Verification BC Timber Sales Category 4 - Value-added

Background Information

In addition to the above, the following information will assist in understanding your fibre needs to better develop timber sale licences and understand the overall value-added sector's needs.

1. In what year did your processing facility begin operations?

2. Does another person or corporation produce any products within your processing facility that are not a subject of this application?

Yes: No:

If yes, name the person or corporation and the products they are producing.

3. What is your preferred term to complete all obligations of a timber sale licence? Obligations include timber harvesting, road construction and deactivation and processing value-added products, etc.

4. What is your preferred size or volume of a timber sale licence?

- 5,000 m³ to 10,000 m³
- 10,000 m³ to 15,000 m³
- 15,000 m³ to 20,000 m³
- Greater than 20,000 m³

5. Please provide the estimated total volume of raw materials used by your processing facility in the last calendar year.

Type of Raw Material	Input Volume and Unit of Measure (m ³)
Logs, round wood	
Lumber (including MSR)	
Plywood	
Veneer	
Oriented Strand Board (OSB)	
Medium density fibreboard (MDF)	
Wood residues	
Other wood materials (please specify):	



Schedule A - Facility Verification BC Timber Sales Category 4 - Value-added

6. Please provide an estimate of the wood species used by your processing facility by percentage of total volume in the last calendar year.

Category	Wood Species	%
Softwood	Lodgepole pine	
	Hemlock / balsam	
	Spruce, pine, fir	
	Douglas-fir	
	Western red cedar	
	Other softwoods (please specify):	
Hardwood	Aspen	
	Western birch	
	Alder	
	Other hardwoods (please specify):	
Total volume of wood fibre used = 100%		

7. What is the total volume of output of each product produced by your processing facility in the last calendar year?

Note: m³ = cubic metres; mfbm = thousand board feet; msf = 1000 square feet 3/8" basis; ODT odt = oven dried metric tonnes

Category of Value-added Product	Output Volume and Unit of Measure
Commodity Lumber Products (e.g., plywood, panelboard, commodity lumber products)	
Mass Timber Products (e.g., glulam, nail laminated, dowel laminated, cross laminated timber)	



Schedule A - Facility Verification BC Timber Sales Category 4 - Value-added

Category of Value-added Product	Output Volume and Unit of Measure
Engineered Wood Products (e.g., LVL, I-joists, laminated posts/ beams, trusses , prefab buildings, treated wood)	
Log Home and Timber Frame	
Millwork and Finished Products (e.g., doors, windows, architectural and custom woodwork, turned wood products, mouldings)	
Remanufactured Products (e.g., finger joint, lumber specialties, fencing, panels, rig mats)	
Pallets and containers (e.g., pallets, boxes, crates)	
Poles	
Post and Rails	
Other (please specify):	

8. Please provide the sources of raw material used by your processing facility in the last calendar year (provide best estimate).

Source of Wood Supply	%
BC Log Market Purchases	
Logs from private lands	
Other wood materials from own primary mills	
Log / lumber trades with other companies	
BC Timber Sales	
Canadian purchases outside of BC	
Imports from outside of Canada	
Custom cutting	
Total = 100%	



Schedule A - Facility Verification BC Timber Sales Category 4 - Value-added

9. What was the percentage breakdown of sales revenue from the following markets in the last calendar year?

Market	%
Alberta	
British Columbia	
Saskatchewan and Manitoba	
Eastern Canada	
USA	
Europe	
Asia	
Latin America	
Africa	
Australia and New Zealand	
Total = 100%	

10. What end sectors do you target for your value-added products? (Please select the best option)

- New residential
- Remodeling
- Multiple-unit Housing
- Industrial Buildings
- Industrial Users
- Commercial Buildings
- Other? Please specify:

11. To better understand utilization, what is done with the processing facility's by-products?

- a. Processed into another product
- b. Disposed
- c. Sold or traded to another facility

If yes to a. please specify what by-products are made: