

## Submission of B schedules by voluntary data submitters

### Tenure Obligation Adjustments & Specified Operations Data

Submit one or more B schedules, which are comprised of the data collection schedules for tenure obligation adjustment and specified operations data, in the same manner and at the same time as for the comprehensive cost survey.

Please refer to the 2023 Coast Crown Tenure Management Cost Survey instructions and associated template to enable the submission.

- The relevant data is the 2022 calendar year data set or best fit.
- Complete all B schedules that pertain to your company's operations
- Use the relevant B schedule workbook tabs from only the 2023 Coast Crown Tenure Management Cost Survey template.
- The schedules must be accompanied by the 2023 survey template / workbook cover page. Complete all the signoffs for the submission from the forester and accountant, in the regular manner.
- Attach all source documents such as a general or sub-ledger summary listing, copies of the top ten invoices by dollar value, purchase orders or other relevant supporting documents for the submission. Program staff may make contact to verify the data further.
- The deadline for the submission is May 1, 2023.
- If there are any questions, please do not hesitate to contact the program at: [FORCLCS@Victoria1.gov.bc.ca](mailto:FORCLCS@Victoria1.gov.bc.ca)