



PRIVATE TIMBER MARK APPLICATION COMPLETENESS CHECKLIST

**A Private Timber Mark does not grant the authority to cut timber.
Please check with the applicable local government to determine if
additional approvals are required.**

**Please complete checklist and submit with your application and required documents
Submitting an incomplete application will result in delays.**

FS 361 Application For Private Timber Mark

Please ensure you have completed all required fields, especially:

- Geographic Location Of Property (road or general area)
- Hectares being logged
- Estimated Loads/Trees
- Full legal name, mailing address, telephone number, birthdate, Driver's License number and signatures of **all registered owners on title**

If you are applying on behalf of a company

You must have granted signing authority for the company and provide verification of your authority. Please ensure to include Corporation Number in 'Other Identification' field.

Does your private land adjoin Crown Land?

- Yes, I have attached a copy of my Legal Survey Plan
- Not applicable

I have attached one of the following mandatory documents

- Current copy of State of Title Certificate
- Current copy of Property Assessment Notice
- Current copy of Legal Free Hold Transfer Form (Form A)

*Please note if there are multiple registered owners on title from different households,
a copy of current State of Title Certificate is mandatory*

Please allow up to 21 business days for processing

Thank you

**Ministry of Forests, Lands and Natural Resource Operations
370 S. Dogwood St., Campbell River, BC V9W 6Y7
Phone: (250) 286-9300 Fax: (250) 286-9490
Email: Forests.CampbellRiverDistrictOffice@gov.bc.ca**



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All conditions must be met in order to apply for an Exemption
If these conditions do not apply to you, ignore this page and go back to page 1, complete the checklist & FS 361 Application For Private Timber Mark

Exemption Options

There are two options for Exemptions. Please **choose only one** and request relevant Exemption application form from reception.

Option 1 Conditions

- The volume of timber will not exceed 300 cubic meters (8-10 logging truck loads) in a 5 year period *and*
 - Timber will not be transported by water *and*
 - Timber will not be exported
- All the conditions above apply and I have attached a completed Exemption From Hammer Marking application form as well as the required FS 361 Application For Private Timber Mark form

Option 2 Conditions

- The volume of timber will not exceed 30 cubic metres (1 logging truck load) *and*
 - Timber will not leave the Campbell River Natural Resource District *and*
 - Timber will not be transported by water *and*
 - Timber will not be exported
- All the conditions above apply and I have attached a completed Exemption of Marking and Scaling Private Timber application form