

## Information regarding Application for Conservation Use, Residential Transitional, or Forest Land Conservation Use

When completing the application:

- Include a daytime phone number (M-F 8:30 am – 5:00 pm) on the application.
- The minimum acreage requirement for **Conservation Use is 10 acres.**
- The minimum acreage requirement for **Forest Land Conservation Use is 200.01 acres.**
- The maximum acreage requirement for **Residential Transitional Use is 5.00 acres.** The residence must be owner occupied.
- Include the number of acres in timber and agricultural land. Also, include acreage and locations of any other properties owned that are receiving Conservation Use or Forest Land Conservation Use in other Georgia counties.
- Initial each point, and sign the application. **Signatures must be notarized.**
- Complete the enclosed application forms **answering all questions.**
- Include any supporting documentation you have concerning the use of the property, such as how many trees are planted, the age of the trees, or when they were last harvested. If available, a timber management plan is preferred.
- In the case of agricultural land, include any information supporting the sale of hay or agricultural products, or costs incurred for production.
- **Conservation Use:** Include a money order, cashier's check, or cash in the amount of **\$12.00** per application for the recording fee, payable to "**Richmond County Clerk of Superior Court.**" No personal checks will be accepted. This application fee will be returned if the application is denied or if you decide to withdraw the application.
- **Forest Land Conservation Use:** Include a money order, cashier's check, or cash in the amount of **\$16.00** per application for the recording fee, payable to "**Richmond County Clerk of Superior Court.**" No personal checks will be accepted. This application fee will be returned if the application is denied or if you decide to withdraw the application.
- **Residential Transitional:** Include a money order, cashier's check, or cash in the amount of **\$10.00** per application for the recording fee, payable to "**Richmond County Clerk of Superior Court.**" No personal checks will be accepted. This application fee will be returned if the application is denied or if you decide to withdraw the application.

Once completed, return the application packet to our office and we will schedule an appointment to review the information and inspect the property. The resulting information, along with staff recommendation, will be forwarded to the Board of Assessors for their consideration.

If you have any questions please call Scott Rountree at (706) 821-2321