



Florida Department of Agriculture and Consumer Services
 Florida Forest Service



**FOREST STEWARDSHIP PROGRAM CONSULTANT
 PLAN PREPARATION AGREEMENT**

ADAM H. PUTNAM
 COMMISSIONER

I, _____, (Private Natural Resource Consultant) hereby AGREE with the Florida Department of Agriculture and Consumer Services, Florida Forest Service, to prepare a Forest Stewardship Management Plan for _____ (landowner) on _____ acres of property in _____ County, according to the plan preparation procedures and specifications described in the Forest Stewardship Program Operating Plan. I understand that I am responsible to complete the final Forest Stewardship Plan within six (6) months of the date the purchase order is issued and be compensated according to the following schedule:

New Plan or Revision of 10+ year old Plan

First 100 acres.....\$ 500.00
 Additional acreage.....\$ 4.50 per acre
 Maximum reimbursement.....\$ 2,300.00

Plan Revision (5-9 year old Plan)

First 100 acres.....\$ 250.00
 Additional acreage.....\$ 2.25 per acre
 Maximum reimbursement.....\$ 1,150.00

I understand that if I do not complete the plan within the six (6) month period, this agreement will be canceled, and I will forfeit any plan preparation payment. I further understand that I may make a written request for a one time extension from the Stewardship Program Coordinator if circumstances beyond my control arise that delay plan completion. This request must be made thirty (30) days prior to the end of the six month due date.

Signed: _____
 Resource Consultant

 Date

Signed: _____
 Landowner

 Date

Approval: _____
 Forest Stewardship Coordinator

 Date

Important Note: In order to process this application and pay the consultant under this agreement, the State of Florida, Department of Financial Services requires consultants to register and maintain a complete vendor profile at: <https://vendor.myfloridamarketplace.com/> or by calling 1 (866) 352-3776. Consultants must also submit valid information on the Substitute Form W-9 which can be submitted electronically at: <https://flvendor.myfloridacfo.com>.

Return this completed application to:

**Florida Forest Service
 Forest Stewardship Program
 3125 Conner Blvd., I273
 Tallahassee, FL 32399-1650.**

Questions call: 1 (850) 414-9907

Org Code:	EO:
Object Code:	
Special Cat.	
Amount:	