UNITED STATES

DEPARTMENT OF THE INTERIOR

Bureau of Indian Affairs

# SPECIAL FOREST PRODUCTS HARVEST PERMIT

Indian Free Use  Allotted

Indian Paid  Tribal

| Non-Indian Paid | Permit No. |  |
| --- | --- | --- |

| Permit Name: |  | Indian Reservation |  |
| --- | --- | --- | --- |

| Permission is hereby granted to |  | , herein called the |
| --- | --- | --- |

| Permittee, whose address is, |  | , |  |
| --- | --- | --- | --- |

*(Address) (City, State, Zip Code)*

| to harvest and remove forest products designated by the Approving Officer, on or before |  | , |  |
| --- | --- | --- | --- |

from the following tract(s) on which authority to grant forest product permits has been obtained:

**PRODUCT DESIGNATION**

| **Product** | **Unit of Measure (UOM)** | **Quantity** | **Rate per Product UOM** | **Total Estimated Cost/Value of Product (Payment Information)** |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |

**Use** **Product Quantity Removal Record**. This record must be completed daily and available for inspection by the   
Officer in Charge or their designee and turned in by the permit expiration date.

I accept this permit and agree to comply with the foregoing conditions and with the standard and/or special provisions of this permit.

| **SIGNED:** |  |  |  |
| --- | --- | --- | --- |
|  | Permittee |  | Date |
| **AUTHORIZED:** |  |  |  |
|  | Tribal Official or Allottee |  | Date |
| **APPROVED:** |  |  |  |
|  | Approving Officer |  | Date |
|  |  |  |  |
|  | Title |  |  |

**PRODUCT QUANTITY REMOVAL RECORD**

| **Date** | **Time** | **Product** | **Unit of Measure (UOM)** | **Quantity Removed** | **Date** | **Time** | **Product** | **Unit of Measure (UOM)** | **Quantity Removed** | **Certification (if applicable)** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |  |  |  |

This permit is issued under the following Standard Provisions:

1.0 DEFINITIONS

1.1 "Approving Officer" means the officer who approves the permit or an authorized representative.

1.2 "Superintendent" means the Superintendent or other Bureau official representing the Agency having jurisdiction over the permit area or the authorized representative.

1.3 "Officer in Charge" means the forest officer of highest rank assigned to the supervision of forestry work at the Agency having jurisdiction over the permit area, or an authorized representative.

1.4 "Permittee" means the Permittee, including employees, agents, or subcontractors.

1.5 “Permittee Operations” means all activities and use of equipment by the Permittee in the execution of the permit.

2.0 PERMIT OPERATIONS

2.1 The Permittee shall possess this Permit at all times when harvesting special forest products.

2.2 Specify how payments will be made and to whom. What happens if they harvest more than the estimate?

2.3 The Superintendent may require the Permittee to suspend harvesting operations during high fire danger, or when fire is within or threatening the permit area.

2.4 It is understood and agreed that the Permittee shall be liable for all damages and suppression costs of fires caused by negligence on the part of the Permittee, in an amount to be determined by the Superintendent.

2.5 The Officer in Charge may suspend Permittee Operations during periods of wet weather when soil damages and road rutting could occur.

2.6 All equipment, rubbish, garbage, litter, and other refuse resulting from the Permittee Operations shall be removed and disposed of properly.

2.7 Permits may be suspended or revoked due to road conditions, fire danger, failure of the Permittee to comply with the requirements of the Permit, or other circumstances as determined by the Tribe.

2.8 If the Permittee damages any roads, bridges, property corners, culverts, fences or other structures, the Permittee will repair them to their original condition to the satisfaction of the Officer in Charge.

2.9 Access roads within the area shall be kept open for vehicle travel at all times.

2.10 Access roads may become soft and muddy during certain times of the year. Damage resulting from driving on soft roads is expensive and can cause sedimentation in nearby streams and rivers. Refrain from removing forest products until dry conditions exist.

This permit is issued under the following Special Provisions.

**Instructions for Completion of   
Special Forest Products Harvest Permit**

1. General Information.

This is an alternative form to the Timber Cutting Permit Form and is intended for use for   
non-timber forest products. Completed as indicated to aid in reporting and to help monitor forest product harvesting in the field.

a. Check appropriate box to indicate type of permit: Indian Free Use, Indian Paid, or Non-Indian Paid.

b. Check appropriate box to indicate land ownership type: Allotted or Tribal.

c. Enter the permit number (10 digit alpha and/or numeric). This identifying number should be included on each page attached to the permit.

d. Enter the permit name.

e. Enter the reservation name or “Public Domain”.

f. Enter the permittee’s name, address, and date by which designated forest products must be harvested and removed.

g. Enter the permit tract or tract(s) and legal description. Reference should be made to a permit map if applicable (e.g., See attached “Exhibit A” permit map).

h. Enter the product, Unit of Measure, quantity, rates, and total cost/value for designated forest products. Next to the total cost/value information, provide payment information in parenthesis such as (free use, single payment, installment payments, advance payments, advance deposits, any waiver of requirements made for permits issued to Indian Forest Enterprises and whether or not payment is to be made directly to a Tribe or to the BIA Agency OST lockbox).

Examples:

**PRODUCT DESIGNATION**

| **Product** | **Unit of Measure (UOM)** | **Quantity** | **Rate per Product UOM** | **Total Estimated Cost/Value of Product (Payment Information)** |
| --- | --- | --- | --- | --- |
| **Huckleberries**  **Boughs**  **Christmas Trees**  **Mushrooms**  **Firewood** | **Gallons**  **Tons**  **Each**  **Gallons**  **Cords** | **3**  **1**  **5**  **3**  **100** | **$10.00**  **$35.00**  **$5.00**  **$5.00**  **$5.00** | **$30.00 (Agency Pay)**  **$35.00 (Direct Pay)**  **$25.00 (Free Use)**  **$15.00 (Agency Pay)**  **$500 (2 Installment Payments, Agency Pay)** |

1. Special Provisions. Given the wide variety of special forest products that could be harvested under this permit it is anticipated product specific specifications would be placed here. Additionally, each item of the permit may reference additional language to be attached as part of the permit. These special provisions shall be carefully prepared to prevent contradiction with provisions preprinted on the form. Inapplicable preprinted provisions on page 2 of the permit should be described in the Special Provisions section as not applicable. Crossing out text is inappropriate.

A set of Special Provisions could be developed for each product type, e.g., huckleberries, mushrooms, boughs, Christmas trees, posts, firewood, etc.

EXAMPLE for huckleberries:

If the permit were to be issued for huckleberries, the permit special provisions could be:

1.1 Fruit must be picked by hand. Use of rakes and mechanical devices is prohibited.

1.2 Unripe fruit must be left on the plant.

Etc.

2. Signatures

a. Signed. The “Signed” line designated for “Permittee” shall be signed and dated by the person obtaining the permit. If the Permitee is a Tribe, the authorized Tribal Representative signs. This individual or entity is responsible for all activities associated with the harvest under the permit.

b. Authorized Signature

(1) Allotment Timber

* The signature line designated for “Allottee” shall be signed and dated by the Superintendent on behalf of the undivided interest (through signed powers-of-attorney form) or by the individual owner if it is a sole owner allotment.
* In the absence of powers-of-attorney for multiple owner allotments, the permit with attached signature pages may be signed and witnessed for each undivided interest. Each allottee should receive a copy of the permit prior to their signing. Signature of allottees should be acquired by authorized BIA/tribal personnel and should not be acquired by the permittee.
* Witnesses. The signature of each allottee must be witnessed by two individuals. Witnesses of each allottee’s signing should sign as indicated and should also provide their address. If a witness signature is illegible, the name should be typed or printed adjacent to the signature.

(2) Tribal Timber

The authorizing tribal representative shall be that individual/title specified in the timber use policy or tribal resolution/minutes approving the harvest. In the absence of tribal designated authority, the authorizing signature shall be that of the tribal chair/president or a designated representative.

c. Approved

The signature line designated for the approving officer shall be signed by the line officer delegated the authority to approve the permit. The signatory’s title will be typed or printed below their signature. The approval date also needs to be indicated adjacent to the signature.