



QUEEN CHARLOTTE ISLAND FOREST DISTRICT

CONTENT CHECKLIST FOR A LICENCE TO CUT

<input type="checkbox"/>	A cover letter to the district manager that provides the details of why you are proposing to cut the trees on the Crown land that you occupy.
<input type="checkbox"/>	Completed "Application For A Licence To Cut" Form to the District Manager. <ul style="list-style-type: none">• Ensure that all sections of the <u>Application For A Licence To Cut</u> portion of this form are completed.• Include your Corporation Number (issued by the Registrar of Companies) if you are applying as a Registered Company.
<input type="checkbox"/>	A plan map @ 1:5000 indicating the following: <ul style="list-style-type: none">• proposed boundary location of area required to be cut, tied to an identifiable point (legal corner if available) of commencement;• streams and classification and other resource features; and,• any existing improvements (buildings, transmission lines, roads, etc.)• location(s) of trees to be cut.• size of trees (use diameter in centimeters at 1.3 metres above the ground) and species of trees proposed to be cut. If more than individual trees are proposed for cutting, provide a breakdown of species in percent, an average stem diameter and the area of the trees to be cut.
<input type="checkbox"/>	Photograph(s) of trees that are required to be cut. Please include an object in the photos to indicate the photo scale. Please indicate the location from which the photos were taken, on the map noted above.
<input type="checkbox"/>	A copy of the special use permit or other such authority for you to occupy this portion of Crown land.

To avoid a delay in the processing of your application, please ensure that you have given us your **complete name, mailing address, postal code and telephone/fax number**. This will allow us to contact you for additional information, if required, and also for signing the completed Licence to Cut document when it is completed.