



MASTER LOGGER HARVEST CHECK SHEET
This is not a legal contract

Date:
ID: (harvest notification #)

Logging Company Information

Name: MLC #:
Address:
Telephone #: Fax #: e-mail:

Landowner/Agent Information

Name: Landowner Category
Address:
Telephone #: Fax #: e-mail:
Private Industry
State/Fed Municipal

Forester Information

Name: License #: Certified Under
Address:
Telephone #: Fax #: e-mail:
FSC SAF Other

Trucker Information

Name: MLC #:
Address:
Telephone #: Fax #: e-mail:

Abutting Neighbors Additional Landowners on separate sheet

Name: Address: Telephone #:
Name: Address: Telephone #:
Name: Address: Telephone #:

Property Information

Location/Landmark: Certified Under
Town: County: Acreage of: Parcel Harvest Area:
GPS of Main Landing: Datum: (default = NAD 83) Latitude: Longitude:

Written management plan developed by: forester landowner logger other none don't know
Name:
Telephone#: E-mail: Date of Plan:

Written harvest plan developed by: forester landowner logger other none don't know
Name:
Telephone#: E-mail: Date of Plan:

Please use space provided on page 4 for names of additional crews, abutters, truckers, etc.



PRE-HARVEST CHECKS

Date: _____

ID: _____
(harvest notification #)

contract signed with landowner: boundary lines within 200' of harvest site are clearly visible: insurance coverage provided to landowner: general liability workers comp. or predetermination

property ownership established: harvest notification on landing: date of harvest _____ through _____

forester involved in harvest yes no

abutting landowner(s) notified¹ yes no local forestry ordinances in town: yes no

written forest mgt. plan: read discussed with landowner/agent walk site with: landowner/agent forester other

written harvest mgt. plan: read discussed with landowner/agent harvest area outlined: on map on ground

water bodies affecting harvest: brooks/streams rivers lakes/ponds wetlands vernal pools none

permits necessary: yes no variances necessary: yes no

sensitive areas affecting harvest: special fauna special flora special habitat special cultural/archeological area none

permits necessary: yes no variances necessary: yes no

other forestry activities to be performed:	clear cut	yes <input type="checkbox"/> no <input type="checkbox"/>	partial cut	yes <input type="checkbox"/> no <input type="checkbox"/>	forester designates timber	yes <input type="checkbox"/> no <input type="checkbox"/>	retain vigorous trees	yes <input type="checkbox"/> no <input type="checkbox"/>	retain wildlife trees	yes <input type="checkbox"/> no <input type="checkbox"/>	retain course woody material	yes <input type="checkbox"/> no <input type="checkbox"/>	FPA regulations met	yes <input type="checkbox"/> no <input type="checkbox"/>	Size
_____															< 5 acres
_____															5 - 20 acres: Cat. I
_____															21 - 75 acres: Cat. II
_____															76 - 250 acres: Cat. III

permits obtained:² _____ buffers on water bodies identified:² _____ list other legal restrictions: _____
(list permits) _____

_____ buffers on special areas identified:² _____ _____

_____ areas of visual mgt. identified:² _____ _____

harvest system: cut to length feller/buncher skidder farm tractor animals other

truck road construction necessary: stream crossing necessary: new landings necessary: new skid trails necessary:

Describe harvest in general terms (use separate sheet if necessary: see also map on page 3)

other considerations not covered here on attached sheet

¹It is good business practice and good advertisement to notify abutting landowners about the forestry activities.

please initial copy of this page and send to landowner when harvest starts



PRE-HARVEST CHECKS

Date: _____

ID: _____
(harvest notification #)

Close-Outs¹

- | | | | |
|---|--|--|---|
| <input type="checkbox"/> all designated trees cut | <input type="checkbox"/> integrity of no-cut zones checked | <input type="checkbox"/> BMPs on trails met | <input type="checkbox"/> scale slips to landowner/agent |
| <input type="checkbox"/> all hazard trees cut | <input type="checkbox"/> integrity of buffer zones checked | <input type="checkbox"/> BMPs on roads checked | <input type="checkbox"/> all payments made |
| <input type="checkbox"/> brush rubbing on tree trunks cut | <input type="checkbox"/> integrity of wildlife areas checked | <input type="checkbox"/> BMPs at water crossings checked | <input type="checkbox"/> harvest report to MFS |
| <input type="checkbox"/> regeneration of clearcuts | <input type="checkbox"/> integrity of special areas checked | <input type="checkbox"/> BMPs at landings checked | <input type="checkbox"/> persons named for long-term checks |
| <input type="checkbox"/> slash >25' of boundaries | <input type="checkbox"/> excessive flagging removed | | |
| <input type="checkbox"/> slash mgt. according to specs | <input type="checkbox"/> aesthetic specs met. | | |
| <input type="checkbox"/> cleanup of landing | | | |

Long-Term Responsibility

Name and Contact Information

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

 Master Logger Representative
guaranteeing the accuracy of all information

 Date

 Landowner/Agent
having read and understood the check sheets

 Date

¹Please name the person(s) responsible for long-term checks if other than logging professional

Check Sheet Instructions

The Master Logger Harvest Check Sheet is meant to ensure that the planning for the harvest does not miss any important aspect.

Part I: Cover Sheet

Includes names and contact information of the important players in the harvest process and information about the property. Note the starting date of the process and the harvest notification number.

Part II: Pre-Harvest Checks

- “Property ownership established” means that you are sure that the person you are dealing with has the legal right to sell the trees on the property. Check the tax assessor’s office to see who is paying the taxes.
- “Written forest management plan and/or harvest plan” confirms that you have read and discussed the management/harvest plan with the landowner/agent.
- “Other forestry activities” refers to road/yard construction, bridge building, pre-commercial thinning, pruning, planting, mulching/chipping, etc.
- “FPA regulations met” generally refers to Category II or III clearcuts, buffers, and regeneration standards.
- Clearly mark any areas where equipment is prohibited.
- “High visual areas” should be identified and managed with aesthetic principals in mind.
- “Other legal restriction” includes easements and items not listed above.
- “Harvest description” blank lines are for a brief recap of the harvest plan to ensure understanding.

Part III: Post-Harvest Checks

Check boxes when close-out activity is complete. Enter names of parties responsible for long-term checks including BMP effectiveness, regeneration monitoring, or MFS landowner reports. Signatures verify that all items have been completed and the landowner or agent is in accord.

Additional Names:

Function: _____ Name: _____

Address: _____

E-Mail: _____ Phone: _____ Fax: _____

Function: _____ Name: _____

Address: _____

E-Mail: _____ Phone: _____ Fax: _____

Function: _____ Name: _____

Address: _____

E-Mail: _____ Phone: _____ Fax: _____

Function: _____ Name: _____

Address: _____

E-Mail: _____ Phone: _____ Fax: _____

additional names on attached sheet