**LETTER TRANSFERRING AN APPROVED NUTRIENT MANAGEMENT PLAN**

Date

[Name1]County Conservation District

Address

Address

**RE: Transfer of Approved Nutrient Management Plan**

Dear District Chairman,

I am writing to inform you that as the operator of the animal operation located at [address3]and having an approved Nutrient Management Plan (NMP) on file there at the [Name1] County Conservation District under the name of [Name2] that the operation will be sold / transferred to name4, effective on or about date7. Mr. / Mrs. / Ms.’ [Name4] [address5] and [phone number6] are as follows: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Choose appropriate Scenario A no significant changes or Scenario B significant changes.**

**Scenario A**

In accordance with **§ 83.373 Plan Transfers (a)**  An approved nutrient management plan may be transferred to a subsequent owner or operator of an agricultural operation by notification of the transfer to the Commission or delegated conservation district, unless the transfer results in operational changes requiring a plan amendment under § 83.371(relating to the plan amendments).

On or about [Date7] I will be transferring my (catagory8) current NMP, approved date9 for crop years 20XX to 20XX to name4.

Sincerely,

[Signature2]:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[Name2] (typed or clearly printed): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title of signatory:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I [Name4 ] have agreed to follow the transferred NMP as approved per § 83.373 Plan Transfers (a). Before the expiration of the last planned crop year in the transferred plan, I will contact a certified nutrient management plan writer to perform the required triennial review. The new plan will need to be in place on or before October 1, [20XX11] for the operation to remain in compliance with Act-38 regulations. The NMP will need to be submitted to [Name1] County Conservation District or the Commission on or before April 1, [20XX11]. .

Sincerely,

[Signature4]: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[Name4] (typed or clearly printed):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Scenario B**

In accordance with **§ 83.373 Plan Transfers (b)** If the transfer of the approved plan results in operational changes requiring a plan amendment under § 83.371, the plan amendment shall be submitted for approval of the Commission or a delegated conservation district along with, or before the notification required under subsection (a).

I [Name 4] plan to make significant changes to the NMP requiring a plan amendment under §83.373 (b). I understand that an amended NMP needs to be in place before significant changes are made to the operation. I anticipate the amended plan will be submitted to the [Name1] CD on or about [Date10] meeting the requirements of § 83.371 Plan Transfers (a).

Sincerely,

[Signature4]\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[Name4] (typed or clearly printed)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Pc: File

DEP if CAFO

Name1 = County Conservation District name, written out first time than abbreviated thereafter

Name2 = Current operator’s name

Address3 = Current operator’s address

Name4 = New operator’s name

Address5 = New operator’s address

Phone6 = New operator’s phone number

Date7 = Date operational control to be transferred

Category8 =Type of operation: Concentrated Animal Operation (CAO) or Concentrated Animal Feeding Operation (CAFO) or Volunteer Animal Operation (VAO)

Date9 = Date plan was last board approved

Date10 = Date of plan submission to the conservation district / Commission

20XX11 = Date of new crop year, October 1, 20XX