

QUALIFIED FOREST PROGRAM
TEL: 517-284-5630

TRANSFER/RESCIND INSTRUCTIONS
(Deadline to Apply: November 30, 2013)

To facilitate the transition from the old to the new Qualified Forest Program (QFP), the Michigan Department of Agriculture and Rural Development (MDARD) will use existing information from the Michigan Department of Natural Resources QFP files to generate new documents needed to transfer or rescind your previous QFP participation.

To rescind participation in the old QFP:

Submit the "QFA Transfer or Rescission" form indicating that you wish to rescind. **Please note** that if you rescind your QFA participation, the school tax exemption will be removed from your land and taxes on your property will increase.

To transfer to the new QFP:

1. Submit the "QFA Transfer or Rescission" form indicating that you wish to continue in the program.
2. Submit a completed Forest Management Practice Schedule.
3. Submit a copy of your most recent tax bill(s) for the property you wish to continue in the program. (This information is needed in order to make sure the legal description and the ownership for the parcel are correct.)

Send your documents via:

Email to MDARD-QFP@michigan.gov

or

U.S. Mail to:
ESD - Qualified Forest Program
PO Box 30017
Lansing, MI 48909

Upon receipt, MDARD will:

- Review the documents.
- Contact you if there are any questions or additional information is needed.
- Prepare a new Qualified Forest Affidavit(s) for land remaining in the program.
- Mail the Affidavit(s) to you to be recorded in the County Register of Deeds where the land is located.
- Prepare QFA Rescission document(s) for land you wish to remove from the program.
- Mail copies of the Affidavits and Rescission documents to the local tax collecting unit of government, typically the township, to continue the tax exemption for those remaining in the program (Affidavit) or to discontinue the tax exemption (Rescission).