



Florida Department of Agriculture and Consumer Services  
Florida Forest Service



**FOREST STEWARDSHIP PROGRAM CONSULTANT  
PLAN PREPARATION AGREEMENT**

NICOLE "NIKKI" FRIED  
COMMISSIONER

I, \_\_\_\_\_, (Private Natural Resource Consultant) hereby AGREE with the Florida Department of Agriculture and Consumer Services, Florida Forest Service, to prepare a Forest Stewardship Management Plan for \_\_\_\_\_ (landowner) on \_\_\_\_\_ acres of property in \_\_\_\_\_ County, according to the plan preparation procedures and specifications described in the Forest Stewardship Program Operating Plan. I understand that I am responsible to complete the final Forest Stewardship Plan within six (6) months of the date the purchase order is issued and be compensated according to the following schedule:

**New Plan or Revision of 10+ year old Plan**

First 100 acres.....\$ 500.00  
Additional acreage.....\$ 4.50 per acre  
Maximum reimbursement.....\$ 2,300.00

**Plan Revision (5-9 year old Plan)**

First 100 acres.....\$ 250.00  
Additional acreage.....\$ 2.25 per acre  
Maximum reimbursement.....\$ 1,150.00

**I understand that if I do not complete the plan within the six (6) month period, this agreement will be canceled, and I will forfeit any plan preparation payment. I further understand that I may make a written request for a one time extension from the Stewardship Program Coordinator if circumstances beyond my control arise that delay plan completion. This request must be made thirty (30) days prior to the end of the six month due date.**

**Signed:** \_\_\_\_\_  
Resource Consultant

\_\_\_\_\_  
Date

**Signed:** \_\_\_\_\_  
Landowner

\_\_\_\_\_  
Date

**Approval:** \_\_\_\_\_  
Forest Stewardship Coordinator

\_\_\_\_\_  
Date

**Important Note:** In order to process this application and pay the consultant under this agreement, the State of Florida, Department of Financial Services requires consultants to register and maintain a complete vendor profile at: <https://vendor.myfloridamarketplace.com/> or by calling 1 (866) 352-3776. Consultants must also submit valid information on the Substitute Form W-9 which can be submitted electronically at: <https://flvendor.myfloridacfo.com>.

Return this completed application to:

**Florida Forest Service  
Forest Stewardship Program  
3125 Conner Blvd., I-273  
Tallahassee, FL 32399-1650.**

Questions call: 1 (850) 681-5874

Org Code:	EO:
Object Code:	
Special Cat.	
Amount:	