

Received

By: _____

Date: _____

Berkeley County Farmland Protection Board Application

Offer to Convey a Conservation Easement

Please note that items marked with a ☒ are required and must be completed for the application to be considered complete. If you need additional space to complete any item, use a separate, blank sheet as a continuation form.

- *In cases where the applicant reserves some acreage from the easement, a detailed map showing the proposed exemption area(s) must be included.*
- *Be sure to include an* ***approved*** *WV State Farm Census and Farm Use Valuation Application for most recent fiscal year.*

Applicant Information

☒ *Name(s) of Owners: (as recorded on Deed)* _____

☒ *Mailing Address:* _____

City/State/Zip code _____

☒ *Phone Numbers:* Mobile: _____ Other: _____

Email address: _____

Property Information

☒ *Property Address (Note Same if as above)* _____

If the deed is prior to 1990 please attach a copy

Deed Book: _____ *Deed Page* _____

Tax District/Map(s) _____ *Tax Parcel(s)* _____

☒ *Total Acres* _____
**minimum of 10 acres required*

☒ *Acres offered for Easement* _____
**if excluding acreage, please include a map of proposed area.*

☒ *Offer Price Per Acre* _____

Or Total Offering Price _____

I am offering to donate the easement ☐ *Note: if donating a conservation easement, the Board may act to immediately proceed to acquire a conservation easement.*

Property Features (check all that may apply)

- ☐ Property contains a spring or pond
- ☐ Property contains wetlands
- ☐ Property contains a stream
- ☐ Property contains mature, hardwood forests (at least 10 acres)

Mortgages (Deed of Trust) and Liens

☒ *Include both liens against the property, as well as against any property owner (for example, a mortgage or a tax/mechanics liens). Failure to report existing liens on the property or applicant will result in disqualification of the application.* ***If selected, a lender must be willing to subordinate any loans.***

Holder: _____ Amount: _____

Holder: _____ Amount: _____

Legal Issues

☒ *List any known judgements litigation, or leases that are in effect and may affect the subject property. Failure to disclose these issues (including mortgages and deeds of trust, above) will result in disqualification of the application.*

Official Contact

☒ Name: _____

☒ Mailing Address: _____

☒ City/State/Zip code _____

☒ Phone Numbers: Mobile: _____ Other: _____

Email address: _____

☒ Signatures

All *owners of record MUST sign, giving consent to make an application to convey a conservation easement to the Berkeley County Farmland Protection Board*

Name: _____ Signature: _____ Date: _____

Name: _____ Signature: _____ Date: _____

Name: _____ Signature: _____ Date: _____

Revised March 2026. This version MUST be used for all applications FY2027 and beyond.