

TRANSMITTAL OF APPLICATION

5433

(No. 3 June 1991)

The applicant should send or deliver the original and first two copies of the application to the Director's office and retain the fourth copy for the applicant's record. Because a fee is involved, the application should not be accepted at any office of the department except the Sacramento Headquarters.

If the applicant requests that a local office mail an application to Sacramento, the request should be politely refused with the explanation that only Sacramento personnel are bonded to receive money. However, if an application is received by mail at a CDF region or field office, it should be forwarded immediately to Sacramento.

The application must be accompanied by the required fee--\$75.00 for a timber operator license, \$50.00 for a license renewal, \$35.00 for a limited timber operator license, and \$25.00 for a limited license renewal. A license is issued on a calendar year basis, January 1 through December 31. An application for a new license received or postmarked after January 1 will be issued for the remainder of the current year unless the applicant specifies otherwise. A renewal must be filed on or before January 1. A \$75.00 fee for a new license will be required for a renewal application received or postmarked after the end of the first working day after January 1. The fee must be in the form of a check or money order. Cash or stamps are not acceptable.

When the license is issued, the Sacramento office will send the duplicate and triplicate copies of the application to the appropriate region office. When the application indicates operations will be conducted in more than one region, the Sacramento office will make and send the needed copies to the affected regions.

FORMS AND/OR FORMS SAMPLES: RETURN TO ISSUANCE HOME PAGE FOR FORMS/FORMS SAMPLES SITE LINK.

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