

*This document is not intended as legal, accounting, or other professional advice; and Maine Coast Heritage Trust cannot attest to the legal, financial, or tax consequences of its use. As each land trust's organizational and project goals are unique, Maine Coast Heritage Trust recommends that all land trusts engage experienced professionals to assist them in evaluating and understanding how to use the information provided here.*

Date of Inquiry: \_\_\_\_\_ Date all Info Rec'd: \_\_\_\_\_ Handled by: \_\_\_\_\_ Reviewed by: \_\_\_\_\_

## LANDOWNER INQUIRY FORM



### 1. Inquirer/Landowner Profile

Name: \_\_\_\_\_ Company (if applicable): \_\_\_\_\_

Address: \_\_\_\_\_

Phone/Email: \_\_\_\_\_

Landowner Name (if different than inquirer): \_\_\_\_\_

Landowner Contact Info: \_\_\_\_\_

Landowner's/Caller's Interest:

\_\_\_\_\_ Fee Transfer: Sale

\_\_\_\_\_ Fee Transfer: Donation

\_\_\_\_\_ Easement (What rights are they eager to keep?) \_\_\_\_\_

\_\_\_\_\_ Protect Land from Development

\_\_\_\_\_ Other: \_\_\_\_\_

Comments on inquirer's interests for the land (*if confidentiality is requested note at top of page*)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have they contacted other conservation organizations: Yes  No

Who: \_\_\_\_\_

Tradeland Potential? Yes  No  \_\_\_\_\_

Development/Funding Comments: Is inquirer a Conservancy member? Yes  No

Potential funding sources? \_\_\_\_\_

### 2. Internal Review Comments (*please include the date and your initials*)

Protection: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Conservation Planning: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Other: \_\_\_\_\_

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### 3. Property Profile

Location of property:

Town: \_\_\_\_\_

Acres: \_\_\_\_\_

Delorme Map #: \_\_\_\_\_

Tax Map/Lot #: \_\_\_\_\_

Property Description: \_\_\_\_\_

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Road access: Yes  No  Road Name: \_\_\_\_\_  
Feet of Road Frontage: \_\_\_\_\_

Waterfrontage: Yes  No  Name of Water Body: \_\_\_\_\_  
Feet of Water Frontage: \_\_\_\_\_

Buildings/Improvements: Yes  No  Type: \_\_\_\_\_

Land on Market: Yes  No  If so, asking price: \$ \_\_\_\_\_

Appraisal/Estimate of Value: \$ \_\_\_\_\_

### 4. Internal Information/Review

Map source (landowner/realtor/town/description over phone)? \_\_\_\_\_

Date of GIS research: \_\_\_\_\_ Done by: \_\_\_\_\_

Element occurrences, if any, identified:

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Is property near Conservancy land?	YES	NO	_____
Is property within/near a portfolio site?	YES	NO	_____
Is property near public land?	YES	NO	_____
Is property near an ecological reserve?	YES	NO	_____
Is property within NAP or IFW focal area?	YES	NO	_____
Is property near other conservation land?	YES	NO	_____
Is property within a land trust region?	YES	NO	_____
Is it over 200 acres of forest or wetland?	YES	NO	_____
Field check needed?	YES	NO	_____

### 5. Action Taken – Follow-up Needed

Date of final contact with inquirer: \_\_\_\_\_

Agency or land trust MEFO contacted: \_\_\_\_\_

Referred inquirer to: \_\_\_\_\_

Follow-up Comments: \_\_\_\_\_

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*Attach all relevant maps and correspondence.*