Section #14

How to Report Your Timber Harvest

EXAMPLE:

If the timber was cut from the section highlighted in orange above, the description would be:

TIMBER ORIGIN: NW QTR OF SE QTR OF SECTION #14
IN Somewhere TOWNSHIP, OR TWP. T-8S /RANGE R-3W,
LOCATED IN Makitu COUNTY, ILLINOIS.

All Timber Buyer Forms Are Available On Our Website: www.dnr.illinois.gov
Illinois Timber Buyers Program
Rules & Guidelines

Rule 1. It shall be the responsibility of anyone engaged in the business of buying timber to be licensed under the provisions of the Timber Buyers Licensing Act, (225 ILCS 735).

Rule 2. Correspondence shall be addressed to:
IDNR-Office of Resource Conservation
Division of Forestry Resources
One Natural Resources Way
Springfield, IL 62702-1271

Rule 3. The license is valid from the date of issuance thru the calendar year.

Rule 4. Application for the license shall be properly presented to the Department at least 15 days prior to the new year or the beginning of any new operations. Applications received after the 1st will be dated as of the date application is approved by the department.

Rule 5. Bonding security shall not be cancelled or altered during the license year unless written permission is granted by the Department.

Rule 6. There will be no reduction in the license certificate or filing fees for a partial year.

Rule 7. Enforcement of the Timber Buyers Licensing Act will be done by the Department of Natural Resources Personnel and other individuals as designated by the Director.

Rule 8. Application for license, fees and proof of bonding must be submitted together.

Rule 9. Wallet-sized identification cards will be issued to the holder of a Certificate of License. The cards will be pre-numbered to the Certificate of License and the license holder is responsible for the use of these cards.

The cards must be carried by Timber Buyer while conducting business at all times and must be presented to any authorized Department employee or Peace Officer upon request. There will be no fees charged for the these identification cards.

Rule 10. Application for license shall be accompanied by fees in keeping with the provisions of the Timber Buyers Licensing Act.

Fee Calculation: The fee to be paid for the Certificate of License that is issued and Bond filed is $5.00. The filing fee shall be $25.00. Total fees to accompany application shall be $30.00.

Rule 11. Checks or money orders should be made payable to: Department of Natural Resources.

Rule 12. Timber purchases must be made in the same name as the License Holder.

Rule 13. Bonding requirements shall be in keeping with the provisions of the Timber Buyers Licensing Act.

Bond Calculations: Bonding Security shall be in the amount of $500 for a Timber Buyer who paid $5000 or less for all timber bought from Illinois Timber Growers during the last completed fiscal or calendar year. Bonding Security for Buyers paying more than $5000 for all timber bought from Illinois Timber Growers shall be 10 percent of the total rounded off to the next higher even $100. For example, if you paid $12,830 for timber last year, you find 10 percent is $1283. Rounded off to the next higher $100 which is $1300. The maximum bond required will be $10,000. Bonding requirements may be met by presenting evidence of a properly executed:

1. Surety Bond in required amount
2. Bank Certificate of Deposit in required amount to the Director of DNR
3. Irrevocable Letter of Credit in required amount

Rule 14. The Department requires the Timber Buyer to present a Harvest Fee-Report of Purchases to the IDNR along with payment of the 4% by the LAST DAY of the month following the month of the harvest. For example, Timber harvested April 14th is due by the last day of May.

The Harvest Fee Report now requires:
1. Total acres of harvest area
2. Total board feet purchased or cut
3. Primary three species of trees purchased or cut
4. County: example- Edgar
5. Township Name or Range: example- Prairie Township or T16N R10W
6. Quarter Section: example- NW 1/4
7. Section: example- 19

It is the responsibility of the Timber Buyer to provide the IDNR with exact location of harvest to the nearest 40 acres. The form is formatted to the quarter of the quarter section which is 40 acres. Harvest areas larger than 40 acres can be described to the quarter.