Sample Form 1 – AGENCY EMAIL NOTIFICATION

**GREEN ACRES STATE LAND ACQUISITION DIVISION NOTIFICATION EMAIL TRANSMITTAL**

# DATE:

FROM:

Surveyor Name of Survey Firm Phone FAX VOICE Email

# EMAIL NOTIFICATION TO:

|  |  |  |  |
| --- | --- | --- | --- |
|  | Division of Parks and Forestry | Email | [Terry.Schmidt@dep.nj.gov](mailto:Terry.Schmidt@dep.nj.gov) |
|  | Terry Schmidt | Voice | 609-331-4575 |
|  | State Park Service |  |  |
|  | OR |  |  |
|  | Division of Fish, Game and Wildlife | Email | [Lisa.Carben@dep.nj.gov](mailto:Lisa.Carben@dep.nj.gov) |
|  | Lisa Carben  Bureau of Lands Management | Voice | 609-223-6054 |
|  | OR |  |  |
|  | Office of Natural Lands Management Cari Wild | Email Voice | [Cari.Wild@dep.nj.gov](mailto:Cari.Wild@dep.nj.gov) 609-984-1339 |

RE: Green Acres Survey Reference No.

Project Name & Number Seller’s Name Municipality County Tax Block Number(s) Tax Lot Number(s) Street Address of Property

Our firm is under contract to provide Professional Land Surveying Services to GREEN ACRES STATE LAND ACQUISITION in connection with the above referenced land acquisition project.

Be advised that members of our field crew expect to initiate the survey work on the subject property starting on and our due date to complete work is .

We would greatly appreciate you loaning to us copies of any prior surveys or deed documents that may be in the possession of your staff that would assist in the completion of this project. Please call me here at the office to advise if you have any such documents.

**RETAIN THIS FORM TO SUBMIT AS CONTRACT DELIVERABLE FOLLOWING**

**EMAIL TRANSMITTAL**