



## FORM 999 INSTRUCTIONS

### Eligibility Requirements...

1. The landowner must be participating in an Oklahoma Conservation Commission state cost-share program or participating in a Federal conservation cost-share program through the USDA as authorized under the 1996 Farm Bill.
2. Eligibility for the State and USDA programs shall be based on the Natural Resources Conservation Service Conservation Practice Standards and the requirements of the local conservation districts.
3. Each eligible conservation buffer must have a separate application (Form 999). Multiple legal descriptions may not be combined on one application form.

### Taxpayer Information...

Enter owner/applicant name, current mailing address of the applicant and telephone number.

The owner/applicant must indicate the approved NRCS conservation practices for which the property is currently approved as outlined in 68 O.S. Section 2817.2.

The owner/applicant must be currently participating in an approved USDA or State cost-share program, must attach a signed copy of the current Conservation Cost-Share Agreement. Signatures of the participant and the authorized conservation district representative must be present.

The agreement or contract number must match exactly.

### Location of the Conservation Practice Area...

The specific conservation area location must be identified by section, township, range and quarter section. Any additional legal descriptions or directions to the area may be attached as an addendum. The area must also be delineated on a copy of the appropriate NRCS aerial photo or soil map sheet. It must be certified by the Conservation District and must be attached to the application form (OTC Form 999).

Indicate the number of acres authorized by the conservation district as supported by conservation practice certification. Round the acres to the nearest tenth of an acre. This number must be consistent with the state or USDA conservation program documents.

The information found in part two must match the information on the Conservation Cost-Share Agreement. If this information does not match the application will be denied.

If recertifying the conservation practice, no requirement for original NRCS certification or map is required.

### Assessor Use Only...

This is for the county assessor's use only. Do not attempt to complete any of the information indicated in this section. The applicant will receive a copy of OTC Form 999.