

SAMPLE LETTER

In Reply Refer to:

CERTIFIED MAIL-RETURN RECEIPT REQUESTED

Purchaser name and address

Dear xxxxx:

Please refer to Bureau of Land Management (BLM) (insert sale name) timber sale contract No. (insert contract number). As bid, the contract contains a log export special provision requiring branding and painting of all logs. BLM has since revised its requirements. The new requirements include branding of one end of all logs with a scaling diameter of over 10 inches. All loads of 11 logs or more, regardless of the diameter of the logs, will have a minimum of 10 logs branded on one end. All logs will be branded on loads of 10 logs or less. One end of all branded logs, except exempted species, will be marked with yellow paint. At the discretion of the Contracting Officer, the Purchaser may be required to brand and paint all logs. The Purchaser shall bear any increased costs for log branding and painting.

The BLM is willing to modify the contract to incorporate the reduced branding and painting requirements upon written request from the Purchaser.

If you have any questions, please contact xxxxx xxxxxxxxx at (xxx) xxx-xxxx.

Sincerely,

xxxxxxx xxxxxxxxxxxx
Contracting Officer