

## Sample Right of Entry Permit and Notification Documents

(Insert Name of Private Landowner)

(Insert Date)

(Insert Address of Private Landowner)

Dear (Insert Name of Private Landowner):

The Pollinator Partnership and its affiliates require employees and volunteers to obtain written permission from landowners in certain cases before entering onto private property to conduct plant surveys, seed collections, and seed/plug planting. Consequently, we are hereby requesting your signature below to confirm your approval for Pollinator Partnership employees or volunteers to enter your land for the purpose described below. (the "Purpose"). The data and/or seed collected will be used for enhancing monarch butterfly and rusty patched bumble bee habitat via Project Wingspan, and details about the work conducted will be provided to you upon request.

Specific information regarding this request is as follows:

1. (proposed date and time of entry and departure, or period of time during which recurring visits will be necessary).
2. (kind and number of vehicles to be used)
3. (number of persons in party)
4. (name, email address, and phone number of State Coordinator or Team Lead).
5. (purpose of the work)
6. (locations on the property where work is to be done).

Pollinator Partnership agrees to hold the Landowner identified above harmless from any and all actual damages, liabilities, claims, losses, and costs arising from the entry of Pollinator Partnership's employees or volunteers upon Landowner's property for the Purpose, other than those arising from Landowner's willful misconduct or gross negligence.

If you have any questions about Project Wingspan, you may contact (insert name of State Coordinator) at the following telephone number: (insert telephone number)

Please indicate your consent to this request by signing below and (list method return, e.g., envelope provided, leave at designated location, etc.). Thank you for your cooperation.

Sincerely,

\_\_\_\_\_ Date:

\_\_\_\_\_  
Requestor Signature

\_\_\_\_\_ Date: -

\_\_\_\_\_  
Requestor Name

I approve of the entry of Pollinator Partnership employees and volunteers upon the Property identified above, for the Purpose described herein.

\_\_\_\_\_ Date:

\_\_\_\_\_  
Landowner Signature

\_\_\_\_\_ Date:

\_\_\_\_\_  
Landowner Name