



# Timber Harvest Notification

*Required by Law*

Forestry Topic 27

April 2023

## Protecting Water Quality

Forests play a vital role in preserving water quality. Virginia Department of Forestry (VDOF) water quality inspectors help loggers and landowners with timber harvest planning and execution, and encourage the use of the correct site-specific voluntary best management practices (BMPs) to keep streams free of sediments. The VDOF inspects logging jobs to ensure that water quality is protected, and the best way to do that is through the use of BMPs. If loggers fail to apply the necessary BMPs on harvest sites, sediment build-up may occur, which can lead to civil penalties under the Virginia Silvicultural Water Quality Law (§10.1-1181.2).

## Timber Harvesters Must Register

ALL loggers are required to report timber harvests using a Notification Account Identification Number (NAID#). This NAID# will be issued to you by the VDOF and will identify your company to the agency. Using this number will make the notification process easier and will ensure that the correct logging professional will receive credit for notification of a specific job.

### How to Obtain an NAID Number

#### Register Online

<https://dof.virginia.gov/logger-notification/>

#### Register By Phone

Monday through Friday, 8 a.m. to 4:30 p.m.  
(434) 977-6555



## Notifying VDOF of a Timber Harvest

Loggers must notify VDOF of their timber harvests as required by the [Code of Virginia §10.1-1181.2-H](#), which requires operators to notify VDOF no later than **three working days** after the start of a commercial timber harvesting operation or before completion if the operation will take less than three days to finish.

It is the sole responsibility of the logger to ensure that VDOF is notified. The VDOF will accept either written or verbal notification of harvesting as required by law. The operator may notify VDOF via one of the following methods:

### Notify Online (preferred)

<https://dof.virginia.gov/logger-notification/>

Confirmation number will be provided.  
Notification Account Identification Number is required.

### Notify By Phone (preferred)

1-800-939-LOGS (5647)  
Confirmation number will be provided.  
Notification Account Identification Number is required.

### Other Methods

- ◆ FAX to any VDOF office
- ◆ Phone call to any VDOF office
- ◆ In-Person at any VDOF office

Confirmation number will NOT be provided.  
Notification Account Identification Number is preferred but not required.

## Failure To Notify

A civil penalty is assessed for failure to notify the VDOF of a commercial timber harvesting operation. The Code of Virginia gives the State Forester the authority to issue a fine of \$250 for the initial violation and up to \$1,000 for subsequent violations within a 24-month period. The notification is required of the operator (as defined in the law) and the civil penalty will be assessed against the operator for failure to notify.

## Helpful Resources

The following Form 18.1 Harvest Notification is available to guide loggers through notifying VDOF of timber harvest operations. Each notification MUST include:

- NAID Number
- County/City
- Harvest Start Date
- Total Harvest Acres
- Location/Road/Latitude and Longitude
- Landowner Name, Address and Contact Information

Harvest notification log books, which include copies of this blank form, are available from VDOF to assist loggers in collecting the information required for notifications, and to help organize all notification information and confirmation numbers in one place. Contact a local VDOF office to obtain a free log book.

Form 18.1  
12/15/2016

### VIRGINIA DEPARTMENT OF FORESTRY HARVEST NOTIFICATION



**DIAL 1-800-939-LOGS (5647) OR [www.dof.virginia.gov](http://www.dof.virginia.gov) TO REPORT LOGGING OPERATIONS**

Notify Date: \_\_\_\_\_ Notify Time: \_\_\_\_\_ Notify Type: ☐ 1-800-939-LOGS ☐ Website ☐ VDOF Office

#### SECTION 1 – Logger/Operator Information

NAID No.: \_\_\_\_\_ Name of Person Notifying: \_\_\_\_\_  
 Company Name: \_\_\_\_\_  
 Company Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone No.: \_\_\_\_\_ E-mail: \_\_\_\_\_

#### SECTION 2 – Logging Operation Information

County/City: \_\_\_\_\_ Harvest Start Date: \_\_\_\_\_ Total Harvest Acres: \_\_\_\_\_  
 Latitude: \_\_\_\_\_ degrees \_\_\_\_\_ minutes \_\_\_\_\_ seconds Longitude: \_\_\_\_\_ degrees \_\_\_\_\_ minutes \_\_\_\_\_ seconds  
 Directions to Logging Site (Route No., Road Name, Distances to Intersections): \_\_\_\_\_

#### SECTION 3 – Landowner Information

☐ Individual Landowner ☐ Company Landowner

Landowner Name: First: \_\_\_\_\_ Last: \_\_\_\_\_ Suffix: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone No.: \_\_\_\_\_ E-mail: \_\_\_\_\_

#### SECTION 4 – Confirmation Number

For more information about services or programs in your area, contact your local VDOF office:

**[www.dof.virginia.gov](http://www.dof.virginia.gov)**



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