

Rob Farrell

State Forester

COMMONWEALTH of VIRGINIA

**Department of Forestry**

900 Natural Resources Drive, Suite 800  Charlottesville, Virginia 22903

(434) 977-6555  Fax: (434) 296-2369  www.dof.virginia.gov

Request for Collections

\*\*Date\*\*

MEMORANDUM

TO: \*\*Name\*\*, Claims Specialist

Office of the Attorney General

FROM: \*\*Name\*\*, Water Quality Program Manager

REFERENCE: Silvicultural Water Quality Law Enforcement – Final Order

Harvest ID No.: \*\*Harvest ID Number\*\*

Case No.: \*\*Case Number\*\*

Tract No.: \*\*Tract Number\*\*

\*\*Name of Responsible Party\*\*

\*\*SSN of Responsible Party\*\*

Dear \*\*Name\*\*:

Enclosed is a copy of the Final Order from the State Forester/Deputy State Forester which has been recorded as a judgment against \*\*Name\*\* named under the Silvicultural Water Quality Law Section 10.1-1181.3 of the Code of Virginia. That information is as follows:

\*\*Name\*\* in the amount of \*\*Amount\*\* recorded in the Clerk’s Office of the Circuit Court of \*\*County\*\* County, Virginia, on \*\*Date\*\*, as Judgment Lien Docket Book \*\*Number\*\*, Page \*\*Number\*\* (or Judgment \*\*Number\*\* or Instrument \*\*Number\*\*).

We are enclosing copies of all pertinent documentation regarding the Final Order and would like to ask that the Attorney General’s Office begin the collection process for this penalty. Also enclosed is the “Referral of Accounts Receivable” as required by your office.

If you have any questions, do not hesitate to call. We certainly appreciate your help in this matter.

Enclosure

cc: \*\*Name\*\*, Deputy State Forester

Bettina K. Ring, State Forester