

U.S. DEPARTMENT OF AGRICULTURE
FOREST SERVICE

REQUEST FOR REVOCATION OF A SPECIAL USE AUTHORIZATION

<Delete user notes before printing.>

<USER NOTES FOR ENTIRE FORM>

<The second signature block should be used only for recreation residence permits held by a married couple. Only the first signature block should be used for all other types of permits.>

I/We, the undersigned holder/s of a special use authorization dated _____, authorization ID _____ (hereinafter "authorization"), authorizing use and occupancy of National Forest System (NFS) lands for _____ (hereinafter "the use and occupancy"), are requesting revocation of the authorization because we are planning to:

Mark applicable box. If the first box is marked, sign and date below that box. The form is then complete and may be submitted.

- ☐ Discontinue the use and occupancy without any transfer of title to the authorized improvements or a change in ownership or control of the holder.

#HOLDER_NAME#

[name of person authorized to sign on behalf of holder, if holder is an entity]

Date: _____

#HOLDER_NAME#

Date: _____

- ☐ Convey all my/our right, title, and interest in the improvements covered by the authorization (hereinafter "authorized improvements") to the person/s identified below:
- ☐ Enter into a contract for the sale of the authorized improvements and retain title to the authorized improvements until completion of payment under that contract with the individual/s or entity identified below:
- ☐ Transfer ownership or control of the business entity that holds the authorization to the individual/s or entity identified below:

[Print name on line]

Address: _____

Telephone Number: () -

[Print name on line]

Address: _____

Telephone Number: () -

I/We understand that the authorization terminates upon a change in ownership of the authorized improvements or upon a change in ownership or control of the business entity that holds the authorization, as provided in the authorization.

Accordingly, I/we have informed the prospective transferee/s or purchaser/s that (1) the authorization is not transferable; (2) the prospective transferee/s or purchaser/s must submit a special use application using form SF-299 and obtain a new special use authorization for the use and occupancy; and (3) the prospective transferee/s or purchaser/s must coordinate with the authorized officer for the authorization (authorized officer) and apply for a new special use authorization for the use and occupancy sufficiently in advance of the transfer or contract execution to allow the authorized officer to process the application for a new special use authorization and, if the authorized officer grants the application, to issue a new special use authorization to the prospective transferee/s or purchaser/s concurrently with the transfer or contract execution.

I/We will coordinate the transfer or contract execution with the authorized officer to allow the authorized officer to process the application for a new special use authorization for the use and occupancy and, if the authorized officer grants the application, to issue a new special use authorization to the prospective transferee/s or purchaser concurrently with the transfer or contract execution. I/We will provide a copy of a bill of sale, deed, or other documentation of the transfer or contract execution upon completion.

#HOLDER_NAME#

[name of person authorized to sign on behalf of holder, if holder is an entity]

Date: _____

#HOLDER_NAME#

Date: _____

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond, to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0082. Response to this collection of information is mandatory. The authority to collect the information is the Organic Administration Act, 16 U.S.C. 551. The time required to complete this information collection is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at How to File a Program Discrimination Complaint and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov.

USDA is an equal opportunity provider, employer, and lender.

The Privacy Act of 1974, 5 U.S.C. 552a, and the Freedom of Information Act, 5 U.S.C. 552, govern the confidentiality to be provided for information received by the Forest Service.