

June 2014

**Farmland Assessment (FA-1) Applications for 2015 due AUGUST 1, 2014**

The law requires that all applications for the Tax Year 2015 must be filed with the Municipal Assessor on or before August 1, 2014. Please file your FA-1 as early as possible; you do not have to wait until August 1<sup>st</sup>.

**Required attachments to be submitted annually:**

- The **FA-1** must be completed fully, signed and dated. Crops and farm animals **MUST** be listed on your FA-1.
- The **Supplemental Farmland Form(s)** must be completed fully. I have enclosed a new supplemental form which I believe will be easier for you to complete. A separate Supplemental form must be filed for each lot even if only one FA-1 is filed. The totals on the supplemental form(s) **MUST** match the totals on the FA-1. If you receive more than one application, please file them separately – **DO NOT** combine applications.
- Please use the **soil map** of your property to complete the supplemental form. The form needs to indicate the number of acres in each soil classification.
- If you are in Woodland Management, your forester must complete and sign the certification on the **WD-1 and include the woodland activity map**. A WD-1 is included with this packet.
- **Proof of income** must be included:
  - ❖ **Form 1040/Schedule F or Schedule C** (Please black out your social security number). - or -
  - ❖ **A letter from the farmer** stating sales/anticipated sales if receipts are not available.
  - ❖ **Copy of the Boarding Agreement**. Agreements must be dated, signed by landowner and horse owner. Fees charged and the property location must be present on the agreement.
  - ❖ If the property is in a government program the **contract and fees** received from the program must be attached.
- Please include a **sketch** of the farm showing the house, barns, septic, well, fences, ponds, streams, crops, driveway etc. The sketch can be hand drawn and doesn't need to be to scale. Fenced pastures and areas of cropland or woodland must show acreage. Farms in woodland management must include the woodland activity map from your forester (this will include all of the above required information).
- If your property is **also located in another municipality**, please attach a copy of the FA-1 from that municipality to your Liberty Township FA-1.
- Land used for boarding, training or rehabilitating horses must be contiguous to qualified land (five acres must be in Active Devotion.) Land fenced and used for grazing on a short-term basis or for a neighbor is not considered actively devoted.

Please be sure to review the above carefully for accuracy, make a copy for yourself of all paperwork submitted. If you have any questions or need help filling out your FA-1, please contact my office at 908-637-4579.

Your application must be complete and may be denied without the necessary documentation.

Penny L. Holenstein, CTA  
Municipal Tax Assessor

PLEASE READ THE ADDITIONAL ENCLOSED INFORMATION WHICH HAS BEEN PROVIDED FOR YOU BY THE STATE OF NEW JERSEY. THIS WILL GIVE ADDITIONAL CLARIFICATION OF THE NEW FARMLAND ASSESSMENT CRITERIA AS WELL AS GUIDELINES FOR GENERALLY ACCEPTED AGRICULTURAL/HORTICULTURAL PRACTICES.