**Sample Action Plan Approval Letter**

Name

Address

Dear \_\_\_\_\_,

The \_\_\_\_\_\_\_\_\_\_\_\_\_ has reviewed and approved your Action Plan written by \_\_\_\_\_\_\_\_\_\_\_ and dated \_\_\_\_\_\_\_\_\_ (attached). You may now implement the management actions per the plan. Should circumstances dictate a change in plans please contact us for review and approval prior to implementation.

All applicable laws, rules, regulations and easement terms must be followed.

Please note that SWCD staff may stop by your property during implementation to check on progress.

If you have any questions do not hesitate to contact us. We will be happy to assist you.

Regards,

Signature