

## **Appendix 2H**

### **SAMPLE LETTERS OF INTENT TO DONATE**

#### **Letters of Intent to Donate**

The land trust may receive inquiries from owners of natural lands interested in donating the land, or an easement over the land, to the land trust. While these owners are making a tremendously generous offer, the land trust should assess whether the property meets its criteria, what the long-term stewardship/monitoring issues, etc., may be, and what financial resources are available/need to be raised to accept the donation. As in an Agreement of Purchase and Sale, some form of formal “offer” should be made by the donor and responded to by the land trust. Sample forms for Letters of Intent to Donate for a fee simple interest, a conservation easement, and for trade lands are included below.

## Sample Letter of Intent to Donate - Fee Simple Interest

President,  
[Name of Land Trust]  
[Address]

Dear [Name]:

I (We), as the beneficial and registered owner(s) of certain lands in [location], described in the attached copy of the deed of land, intend to unconditionally donate my (our) property to the [name of land trust]. I (We) confirm that my (our) decision to donate has been freely and voluntarily made by me (us).

I (We) understand that my (our) intent to donate my (our) lands is subject to acceptance by the Land Trust and, if accepted, the Land Trust will endeavour to conserve the natural features and processes of the property and manage and protect the property according to the mandate and policies of the Land Trust. I (We) understand that the Land Trust reserves the right to transfer title of the property to a conservation organization with similar objectives and mandate as the Land Trust, but in doing so it will keep in mind the proper and continuing conservation of the property.

I (We) look forward to your response.

Donor(s) \_\_\_\_\_ Date \_\_\_\_\_

## Sample Letter of Intent to Donate - Conservation Easement

President,  
[Name of Land Trust]  
[Address]

Dear [Name]:

I (We), as the beneficial and registered owner(s) of certain lands on [location], described in the attached copy of deed of land, intend to unconditionally donate a conservation easement agreement covering the natural portion of my (our) property to the [name of land trust]. I (We) confirm that my (our) decision to donate has been freely and voluntarily made by me (us).

I (We) understand that my (our) intent to donate a conservation easement to our lands is subject to acceptance by the Land Trust, and if accepted the Land Trust will endeavour to conserve the natural features and processes of the property and protect the property according to the terms of the conservation easement agreement. I (We) understand that the Land Trust reserves the right to assign the conservation easement to a conservation organization eligible under the *Conservation Land Act* to hold a conservation easement but in doing so it will keep in mind the proper and continuing conservation of the property.

I (We) look forward to your response.

Donor(s) \_\_\_\_\_ Date: \_\_\_\_\_

## Sample Letter of Intent to Donate - Trade Land

President,  
[Name of Land Trust]  
[Address]

Dear [insert name]:

I, as the beneficial and registered owner of \_\_\_\_\_, containing \_\_\_\_\_ acres, more or less, intend to unconditionally donate my property to the [name of land trust]. I confirm that my decision to donate has been freely and voluntarily made by me.

I understand that my intent to donate my lands is subject to acceptance by the [name of land trust], and if accepted the [name of land trust] will use this Property as a "Trade Land," with revenues generated from the sale of the land used by the [name of land trust] to undertake conservation work elsewhere in Canada.

I look forward to your response.

Donor(s) \_\_\_\_\_ Date: \_\_\_\_\_