



Agriculture (AG) Leasing Renewal Instructions

Application Deadline:

All renewal applications must be submitted by November 7, 2019.

A renewal application does not guarantee a lease renewal. The competitive bid process will be followed and bids will represent a fair market value.

All incomplete applications will be returned and may result in a delay in processing your lease renewal.

Applicant Information:

All applicants must be 21 years of age. All individuals wishing to hold an interest in the expiring lease must complete and sign the application form (up to four applicants). The first applicant will be considered the "Lessee of Record" and will receive all correspondence and bills for the lease.

To add a new individual/entity to the lease, simply add the new name(s) to the application.

IMPORTANT: Only existing lessees/entities that currently hold the lease have rights to renew.

Applying as a Business Entity:

If the applicant is a corporation or company, the application must include a current Certificate of Good Standing from the Colorado Secretary of State and a copy of the corporation's Articles of Incorporation including a list of the entity's officers/directors/stockholders demonstrating who has the ability to bind the entity. If the applicant is a partnership, it must include a list of the partners and a copy of the Partnership Agreement or Articles of Partnership.

Death of a Participating Lessee:

If the lease is held in Joint Tenancy, a copy of the death certificate is required to remove the deceased lessee from the lease. In the case of the death of the sole lessee, the Board will temporarily assign the lease to his/her estate upon receipt of a copy of the death certificate and Letters Testamentary. However, an estate cannot apply to renew a lease.

Resource Management Questionnaire:

The enclosed Resource Management Questionnaire must be completed, signed and returned with the Agricultural Lease Application.

Livestock Ownership:

Please submit a copy of your Brand Wallet Card or other proof of livestock ownership with your application.

Note: Unless subject to exemption, applications and any information provided to the Poudre School District are subject to public release through the Colorado Open Records Act.



Operations Department
 2445 LaPorte Avenue
 Fort Collins, CO 80521
 (970) 490-3537
operations@psdschools.org

Date/Time Received _____

Agricultural Lease Application

Instructions: The following information is necessary to process this application. Submit the complete application packet to Poudre School District for consideration. Any information not provided may delay or prevent consideration of this application.

Select all that apply

	Agricultural Land Name	Location	Acres
	Cherry Heights Site	Southeast corner of curve along State Highway 1 and County Road 15, approximately 3.75 miles north of the Highway 1 and North College Avenue intersection	35 (non-irrigated)
	Mountain Vista Site	Northwest corner of Mountain Vista Drive and North Timberline Road	100 (57 irrigated)

Applicant	Name	Address	Contact Information
First Applicant			Phone:
			Cell:
			Other:
Second Applicant			Phone:
			Cell:
			Other:
Local Contact/Manager (include Title/Position)			Phone:
			Cell:
			Other:

Applicant(s) request the lease be issued as:

An Individual Corporation¹ Partnership² Trust³

Company Other: _____

¹If applying as a corporation, company or other entity, applicant must be registered with the Colorado Secretary of State. Applicant must submit a current "Certificate of Good Standing" issued by the Colorado Secretary of State and Articles of Incorporation including a list of the entity's officers/directors/stockholders, demonstrating who has the ability to bind the entity.

²If applying as a partnership, applicant must submit the Partnership Agreement indicating the General Partners.

³If applying as a trust, applicant must submit the Declaration of Trust indicating the Trustee.



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Agricultural Lease Application

Competitive Bid Offer

GRAZING LAND: Bid Rate \$_____ per acre

CROP LAND: Bid Rate \$_____ per acre per year for crop land

Applicant proposes to use the leased lands for the following agricultural uses:

Grazing	Dryland Crop		Irrigated Crop	
Acres	Acres	Average Production	Acres	Average Production

I affirm under penalty of perjury that I have provided the information required by this application/renewal application to lease the above-described property from Poudre School District, and to the best of my knowledge and belief it is true. I understand that providing false or inaccurate information is cause for cancellation of any lease issued as a result of this lease application/renewal application, and any other remedy available at law. Any legally authorized person signing for the applicant hereby swears and affirms that he or she is authorized to act on said applicant's behalf and acknowledges that Poudre School District is relying on his or her representations to that effect.

 Applicant's Printed Name

 Applicant's Signature

-OR-

 Applicant's/Entity's Printed Name

 Applicant's Signature

Individually and as _____
 Position

of _____
 Entity

APPLICANT'S CHECKLIST	
1. Required Attachments:	Resource Management Questionnaire
2. Other Attachments (if required):	Leasehold Documentation Other Supporting Documentation