



For more information
about donating a VOF easement, call 1.844.863.9800
or visit vof.org

Fees Associated with Easements and Amendments

You may be eligible for assistance with the costs of donating an open-space easement including the costs listed below. Ask your VOF staff member to provide more information.

Fees for New Easements

Processing Fee for New Easements: \$1,500

This fee covers VOF's due diligence review and analysis work and is due prior to the Board of Trustee's review of your easement proposal.

Baseline Documentation Report (BDR):

If you intend to apply for tax benefits, the federal tax program for conservation easements requires a Baseline Documentation Report (BDR) describing the characteristics and condition of your property at the time of the donation. This report becomes the basis of comparison for future monitoring of the property. More importantly, the BDR's maps and photos provide a visual of the conservation values defined and protected within the deed of easement.

BDR Fee:

- **\$3,000** - standard
- **\$3,500** - for a property with more time-consuming documentation needs, such as properties with many existing buildings or complex natural features.

VOF staff will create your BDR. If a third party prepares your BDR, different fees apply.

Reconsideration of Proposal by the Board after a one-year lapse: \$1,000

This fee may apply when an easement project is approved by the Board of Trustees but not recorded within one year of approval. This fee may be waived under certain circumstances.

Fees for Amended Easements

Existing easements may be amended only in certain circumstances and the fees vary depending on the situation.

Application Fee: \$1,500

A Deputy Director may reduce or waive this fee for amendments that dramatically improve the provisions of the existing easement, for example, by adding a significant amount of new acreage or reducing division and/or dwelling rights.

BDR Fee: \$3,000 - \$3,500

An updated or additional BDR is often necessary to document an amended easement. In cases in which the amendment is adding additional acreage, the standard BDR fee may be reduced to \$1,500 when the following criteria are met:

- The BDR of the original easement sufficiently documents the conditions of the original land.
- The area of additional land is less than 50 acres.
- The new land has a full boundary survey.
- The property is easy to access and document.

Similarly, other types of amendments may qualify for reduced fees. VOF staff will decide after learning more about your proposed amendment.