|  |  |  |  |
| --- | --- | --- | --- |
| TO: | [Landowner Name] |  FROM: | [Certified Field Representative Name] |
|  | [Street Address] |  | Field Stewards Certified Field Representative |
|  | [City, State, Zip] |  | [Street Address] |
|  |  |  | [City, State, Zip] |

RE: Field Stewards Program Application Approval for Farm # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Congratulations, this letter is to notify you that your Field Stewards Program Application has been evaluated and deemed eligible for initial entry into the Field Stewards Program. Your certified acres will not only advance your operation’s goals, but help provide environmental protection for the land and water that benefit the entire community. Food marketers or other interested parties can buy these certificates to offset their supply chain’s impact on the environment, demonstrate value to the consumer and retailer, and meet corporate sustainability goals.

The Field Stewards Program Administration is working hard to recruit active certificate buyers. Once a buyer has been identified, the approved eligible farms will be notified on a first come first serve basis in the buyer’s selected service area until the allotment of purchased certification acres are filled. You will be contacted by Field Stewards to formalize your entry into the program at the appropriate time. Staff will be available to provide program and application status updates upon request.

If you have any additional questions about your participation or next steps, please contact me, your Field Stewards Certified Field Representative at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(phone). Again, congratulations on your successful Field Stewards program approval. Your steps to improve the environment will benefit many. On behalf of Field Stewards, we are grateful for our opportunity to work with you.

Sincerely,

[Certified Field Representative Name]

[Company Name]

[Street Address]

[City, State, Zip]

[Phone Number]

Copies of Notice of Eligibility provided to: Field Stewards certified field representative/Field Steward Aggregator; Third Party Verifier; Administrator’s office