

Wood purchased or acquired, Jan. 1 to Dec. 31, 2017

Name of person completing this form:		Position or title:	
Phone number of person completing this form:			
Federal I.D. number:		State I.D. number:	

Complete the information above and make any changes to the name and address directly on the mailing label.

Wood acquired Jan. 1 to Dec. 31, 2017

Wood measure	Cut logs or tree length	Whole tree chips	Board feet	Cords
Amount				
Conversion factor	Divide by 4,500	Divide by 6,000	Divide by 500	None
Number of cords				
Total cords				
Less cord exclusion				(5,000)
Assessable number of cords				
Assessment factor				Multiply by \$.30
Assessment payable				

Instructions

1. Minnesota Statutes 176.130 states all wood mills that purchase or acquire more than 5,000 cords of wood in a calendar year must file a purchase report and pay an assessment of 30 cents per cord for quantities greater than 5,000 cords. The report and assessment are due no later than Feb. 15, 2018. For audit purposes, this report must be filed even if fewer than 5,000 cords were acquired and no assessment is due.
2. The report should include all wood acquired from inside or outside of Minnesota, including wood acquired from sources employed by the mill's operations. Mills that operate in more than one location should file one consolidated report. Do not file separate reports for each location.
3. The report and payment, if required, must be received or postmarked no later than Feb. 15. Penalties will be assessed for all reports and payments that are received late. Minnesota Statutes 176.129 includes a late filing or payment penalty of up to 15 percent of the amount of the assessment, but not less than \$1,000. The penalty for filing a late report when no assessment is due is \$200.
4. Requests for extensions will be granted only for reasons that are beyond the control of the mill and must be received or postmarked no later than Feb. 15. Call Tiffanee Christianson at (651) 284-5246 with questions.
5. Completed reports with payment to the Minnesota Department of Labor and Industry should be mailed to:
Minnesota Department of Labor and Industry
Financial Services
443 Lafayette Road N.
St. Paul, MN 55155