

INSTRUCTIONS FOR PDC CERTIFICATE APPLICATION FORM  
CORPORATE ENTITIES - PLEASE PRINT OR TYPE

1. Enter entity name.
2. Enter telephone number with area code
3. Enter name of co-owner. If there are multiple entity owners, please attach an additional sheet with names, addresses and phone numbers.
4. Enter the co-owner's telephone number.
5. Enter entity postal mailing address and email address.
6. Enter the City, State and Zip code of entity headquarters.
7. Enter the municipality where subject property is located.
8. Enter the County where the subject property is located.
9. Enter the Tax Map Block Number(s) of the subject property.
10. Enter the Tax Map Lot Number(s) of the subject property.
11. Enter the total acreage of the property which will be subject to the deed restriction. This acreage must coincide with that shown in the Pinelands Commission's Letter of Interpretation (LOI).
12. Enter the street name or the route number of the road which is closest to the property. This is usually located at the top of the LOI that was issued.
13. Enter the Pinelands Commission (LOI) number. This is centered at the top of your LOI. Please do not confuse this with the Pinelands application number that is also shown on the letter.
14. Enter the date that the LOI was issued.
15. Enter the total number of Pinelands Development Credits (PDCs) allocated in the LOI (found at the end of the section entitled "Conclusion"). If the Pinelands Commission adjusted your allocation because you are reserving the right to build one or more homes, please enter the adjusted number.
16. If you have cleared any land, enlarged or reduced actively farmed land, or built anything on the property since the issuance of the LOI, please check the box marked "Yes". Otherwise, check "No".
17. If you answered "Yes" to 16, include a brief description of the changes. If additional space is needed, please attach a separate sheet.
18. Note if you wish to reserve the opportunity to build one or more homes on the subject property. *This information must agree with the LOI.* Note that this reservation does not guarantee future approval to build. Pinelands Commission and municipal approval are still required.
19. If you answered "Yes" to number 18, please enter the number of dwellings that you are reserving. *This information must agree with the LOI.* (The allocation of PDCs is reduced by 0.25 PDCs for each dwelling unit that you reserve the right to build.)
20. Enter the full name of the Title Company that performed the title search on the subject property.
21. Enter the telephone number (including area code) of the Title Company and contact person's e-mail address.

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22. Enter the full mailing address of the Title Company
23. Enter the City, State and Zip code for the Title Company address
24. If there is a mortgage, lien, or other financial encumbrance on the property, please check the box marked "Yes". If there is none, please check "NO".
25. – 28. If you answered "Yes" to #24, please complete the information for the Mortgage Holder's name, mailing address, City, State and Zip Code. If you have a second mortgage or additional liens on the property, please attach an additional sheet with this information for each lien holder.
29. Please indicate whether you wish to designate someone to act as your representative or agent in this application process by checking the appropriately marked box. If "Yes" is checked, the PDC Bank will communicate directly with your representative.
30. – 33. If you answered "Yes" to #29, please complete the information for the Representative/Agent's name, mailing & email addresses and phone number.
34. If you have designated a Representative/Agent (see #29), your Representative or Agent must sign here.
- 35.-40. These documents must be enclosed with your application in order for your Application to proceed.
41. If you answered "Yes" to #24, you must provide a letter from the lien holder stating that they are aware you are applying for a PDC Certificate and that consequently, a deed restriction will be filed limiting future uses of the property, and that the mortgage holder has no objection. At times, applicants encounter difficulties when dealing with out-of-state banks. If necessary, please have them contact the PDC Bank directly, or obtain a contact person's name and telephone number so that we may contact them.
42. Submit the Affidavit of Judgment only if required based on the results of the 20 year Upper and Lower Court Search of liens and judgments.
43. Attach a copy of the Entity Resolution.
44. Please read this certification carefully. All owners and co-owners must sign and date this application.

Mail completed application and all attachments to:  
Pinelands Development Credit Bank  
P.O. Box 359  
New Lisbon, NJ 08064-0359

If sending by UPS, FedEx or other courier, please send to  
Pinelands Development Credit Bank  
c/o Pinelands Commission  
15C Springfield Road  
New Lisbon, NJ 08064

**APPLICATION FOR PINELANDS DEVELOPMENT CREDIT CERTIFICATE  
FOR CORPORATE ENTITIES**  
*PLEASE REFER TO INSTRUCTIONS*

1. \_\_\_\_\_ 2. \_\_\_\_\_  
Entity's Name) Phone Number

3. \_\_\_\_\_ 4. \_\_\_\_\_  
Co- Owner's Name (first, middle, last) Phone Number

5. \_\_\_\_\_ E-Mail Address  
Entity's Mailing Address

6. \_\_\_\_\_  
City, State, Zip Code

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7. \_\_\_\_\_ 8. \_\_\_\_\_  
Municipality County

9. \_\_\_\_\_ 10. \_\_\_\_\_  
Block Number(s) Lot Number(s)

11. \_\_\_\_\_ 12. \_\_\_\_\_  
Total Acreage Nearest Street/Road (listed on the LOI)

13. \_\_\_\_\_ 14. \_\_\_\_\_ 15. \_\_\_\_\_  
Letter of Interpretation (LOI) # Date LOI Issued Number of PDCs Allocated

16. Has the property been altered or developed in any manner since the Letter of Interpretation was issued?  Yes  No

17. If Yes, describe the changes:

\_\_\_\_\_

18. Do you wish to reserve the right to build any future homes on this property?  Yes  No

19. If Yes, how many homes do you wish to reserve the right to build? \_\_\_\_\_

\_\_\_\_\_

20. \_\_\_\_\_ 21. \_\_\_\_\_  
Name of Title Company Phone Number

22. \_\_\_\_\_ E-Mail Address  
Title Company's Mailing Address

23. \_\_\_\_\_  
City, State, Zip Code

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24. Is there a mortgage on the property?  Yes  No

25. \_\_\_\_\_ 26. \_\_\_\_\_  
Mortgage Holder's Name Phone Number

27. \_\_\_\_\_  
Mortgage Holder's Mailing Address

28. \_\_\_\_\_  
City, State, Zip Code

