

SPONSOR ORGANIZATION LETTERHEAD

Notice of intent to apply aquatic herbicide

TO: Selected *(insert lake name)* waterfront property owners

FROM: *(insert name & title of organization officer)*

DATE: *(insert memo date)*

The *(insert project sponsor name)* has applied for a permit to use the aquatic herbicide *(insert chemical name provided by the applicator, i.e. Navigate brand granular formulation 2, 4-D; Aquathol K brand liquid formulation Endothall)* in select areas of *(insert lake name)* Lake for control of *(insert plant name, i.e Eurasian water milfoil (EWM); Curly-leaf pondweed (CLP))*. Management of this plant has become necessary to limit its spread, to protect beneficial native plants, and to preserve traditional lake-use activities.

Treatment will occur approximately early to mid May, *(insert year)* subject to water conditions and availability of the licensed herbicide applicator.

A pre-treatment survey of the proposed sites will be conducted after ice-out. The results of that survey will enable issuance of the permit which will identify exactly where treatments will occur.

A post treatment survey will also be conducted later in the summer to evaluate the effectiveness of the treatment.

(Select one of the following two statements)

You are receiving this notice because your property is in near proximity to one or more of the proposed treatment sites. Please find enclosed for your review:

Or

You are receiving this notice because liquid formulation herbicides disperse to most areas of a lake, making your property in near proximity to one or more of the actual proposed treatment sites. Please find enclosed for your review:

1. A copy of the permit application
- *2. A map highlighting the proposed treatment sites
- *3. A copy of the product label for the chosen herbicide

For additional information regarding this planned chemical control non-native invasive lake plants, please contact *(insert person name)* of the *(insert project sponsor name)* at *(insert contact information such as telephone number and e-mail address)*.

*Notes regarding enclosures:

1. The permit application (typically prepared by the applicator) **MUST** be included with the letter.
2. The map and product label are not mandatory enclosures, but advising where/how they are available for public viewing is highly recommended. Locations can include Town Halls, local libraries, websites, etc.