Date

Sponsor Contact Person Name **SENT VIA E-MAIL:** email address

Bank Name

Address

City, State Zip

Re: Virginia Water Protection (VWP) [Individual Permit No. ##-#### or General Permit Tracking No. WP#-##-####]

[Authorization for General Activity within Bank Name Deed of Conservation Easement] or [Authorization for General Activity Amendments to Bank Name Declaration of Restrictions]

Dear Sponsor Contact Person First and Last Names:

This letter serves as written authorization under the Amendment Section # of the [Declaration of Restrictions or Deed of Conservation Easement] (recorded in the land records of the County or City of Name as Instrument Number # on Month Date, Year) held by the Trust/Easement Holder Name for Name of Bank Sponsor (“Bank Sponsor”) of the Name Mitigation Bank (“Bank”) to allow temporary and permanent easements for the [specify project activities causing the amendment] within the limits of the aforementioned [Declaration of Restrictions or Deed of Conservation Easement]. The Bank Sponsor will exclude the [specify areas] from the limits of the Bank and from all compensatory mitigation crediting. The [specify areas] shown and described in Modification #Number (dated Month Date, Year) of the Bank’s Mitigation Banking Instrument are the only activities authorized by the Virginia Department of Environmental Quality (DEQ) at this time.

Please contact the DEQ Mitigation Specialist, Sarah Woodford, by email at [sarah.woodford@deq.virginia.gov](mailto:sarah.woodford@deq.virginia.gov) or by phone at (804) 698-4069 if you have any questions.

Respectfully,

Name [VWP Permit Manager (band 6 or higher)]

Title

cc: Authorized Agent Name, Company

Name, U.S. Army Corps of Engineers