

Real Estate Deal Approval Process

October 5, 2006

1). PRELIMINARY Deal Abstract (PDA)

Purpose:
To get resources allocated

*** Sign Off:**
Deal Manager
Project Director
Ecoregional Director
Real Estate Director

CC:
Legal
Finance
Philanthropy (if private \$ involved)
Science
Conservation Data Manager
Associate State Director
State Director
PacNA Director (if over \$500,000)

2). FINAL Deal Abstract (FDA)

Purpose:
To get agreement drafted

*** Sign Off:**
None

To:
Attorney
Real Estate Director

CC:
Ecoregional Director
Conservation Data Manager

3). DRAFT Real Estate Project Abstract & Resolution (REPAR)

Purpose:
To get agreement executed

*** Sign Off:**
Deal Manager
Science
Finance
Legal
Project Director
Ecoregional Director
Director of Real Estate

Notes:
The original signatures on the Routing Sheet are sent to Legal.

4). FINAL Real Estate Project Abstract & Resolution (REPAR)

Purpose:
To waive contingencies or exercise option

*** Sign Off:**
Deal Manager
Ecoregional Director
Legal
Director of Real Estate

Additional Sign Off:
Above \$500,000 & up to & including \$1,000,000: PacNA Director
Above \$1,000,000 & up to & including \$10,000,000: Deputy General Counsel - Hans Birle
WO - Presidential Review Committee

Above \$10,000,000: Board of Directors

CC (if not required to sign):
CA Associate State Director
CA State Director
PacNA Director
Deputy General Counsel

Notes:
The original signatures on Routing Sheets are sent to the CLS Manager, Mary Beth D'Alonzo.

PROSPECT

NEGOTIATE

DRAFT AGREEMENT

COMPLETE DUE DILIGENCE

WAIVE OR EXERCISE AND CLOSE

*** A signed routing sheet scanned as a PDF is accepted as an original signature.**