

## Downloading or Reprinting a Landowner's Tree Farm Certificate

All new Tree Farmers enrolled in either the certified or recognition category will receive a welcome packet with a certificate in the mail. This process of mailing welcome packets occurs monthly, but a certificate can be reprinted at any time for a landowner through the ATFS database. This can be helpful if the landowner needs additional copies of the certificate, misplaces their copy, etc.

1. Go to the "Verify Certifications" menu on the left side
2. Search for the property of interest
3. Click the hyperlink under the certificate number column and a certificate will begin to automatically download as a PDF. This PDF can be saved, printed, emailed, etc.

The screenshot shows the ATFS database interface. On the left is a navigation menu with options like 'Verify Certifications', 'User Profile', and 'Administrative'. The main area is titled 'Searching Tree Farms' and contains a search form. The form includes fields for 'Tree Farm State', 'Tree Farm Number', 'Tree Farm County', 'Owner Last Name', 'Owner First Name', 'Owner Organization', 'Membership ID', 'Owner State', and 'Owner County'. A 'SEARCH' button is at the bottom of the form. Below the search form, a green bar indicates '8 results found:'. A table displays the search results with columns for 'Tree Farm', 'Owner', 'County', 'Acres', 'Type', 'Status', 'Approval', and 'Certificate Number'. The 'Certificate Number' column contains hyperlinks to the certificates. Three orange arrows with numbers 1, 2, and 3 point to the 'Verify Certifications' menu, the search form, and the certificate number column, respectively.

**LOG OUT** **HOME** Searching Tree Farms

Privacy Statement  
No Harassment Policy  
**Verify Certifications**  
User Guide (pdf)  
User Profile  
Administrative  
Delete Records  
Search/Create Records  
Inspections  
Tree Farm Reports  
Tree Farmer Reports  
Facilitator Reports  
Administrative Reports  
National Reports  
Group Reports  
Group Reports  
Training

**1** Search Tree Farms:  
Tree Farm State: All States  
Tree Farm Number:  
Tree Farm County: All counties  
Owner Last Name: hamblin  
Owner First Name:  
Owner Organization:  
Membership ID:  
Owner State: All States  
Owner County: All counties  
SEARCH

To select multiple counties...  
Mac: Apple+Click  
PC: Ctrl+Click

To select multiple counties...  
Mac: Apple+Click  
PC: Ctrl+Click

**2**

**3** 8 results found:

Tree Farm	Owner	County	Acres	Type	Status	Approval	Certificate Number
MS-012747	Randy Hamblin (48235-1)	Clay	105.0	State Program - Certification	Certified	01/07/2009	<a href="#">PWC-AFF-341</a>
MS-013866	Brad Hamblin (230205-1)	Pontotoc	15.0	State Program - Certification	Certified	12/05/2012	<a href="#">PWC-AFF-341</a>