

(date)

Lori A. Byrne
Environmental Review Specialist
Wildlife and Heritage Service
Maryland Department of Natural Resources
Tawes State Office Building
580 Taylor Avenue
Annapolis, Maryland 21401

Re: Request for Information, Calvert County
Tax Map XX, Parcel XX

Dear Ms. Byrne,

This letter is sent as a request for any available information pertaining to the documented presence of any Federal or State, rare, threatened or endangered species within the subject parcels.

We are conducting a preliminary assessment of the property and are seeking any assistance you may be able to provide. I have included a copy of the Calvert County Tax Map highlighting the subject parcel(s).

I appreciate your assistance with this request. If you have any questions or desire further information, please contact me directly at (phone number or email).

Sincerely

cc: