

**NOTE: This form is provided as a sample only. Please do not prepare your own form to try to transfer the leasehold interest. You must use a form prepared by and provided to you by MWCD. Please contact the Lease Assistant, Wendy Derr, at (234) 801-7047 or via e-mail at [wderr@mwcd.org](mailto:wderr@mwcd.org) in order to discuss what will be required to transfer the lease.**

**\$500.00 Preparation Fee Required**

**ASSIGNMENT AND EXTENSION OF COTTAGE SITE LEASE**

THIS AGREEMENT made and entered into this \_\_\_\_\_, 20\_\_\_\_, through \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_ and between \_\_\_\_\_, \_\_\_\_\_, party(ies) of the first part, and \_\_\_\_\_, \_\_\_\_\_, party(ies) of the second part, WITNESSETH:

Whereas, party(ies) of the first part is/are the owner/owners of a certain cottage site lease made, executed and delivered by Muskingum Watershed Conservancy District, dated \_\_\_\_\_; and whereas, said lease is subject to assignment by and with the consent of said Conservancy District; and whereas, the parties hereto have agreed to an assignment thereof.

Now, therefore, in consideration of the sum of One Dollar (\$1.00) and other valuable considerations to his/him/them paid by party(ies) of the second part, the receipt of which is hereby acknowledged party(ies) of the first part do/does hereby sell, assign and transfer unto party(ies) of the second part all of his/hers/their/its interest in said cottage site lease, further known and described as follows:

**Lease # \_\_\_\_\_ covering Lot \_\_\_\_\_ (formerly known as Lot \_\_\_\_\_) at \_\_\_\_\_ Lake, \_\_\_\_\_ Co., \_\_\_\_\_ Twp., Sec. No. \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, Ohio.**

As part of the consideration for this assignment and in further consideration of the consent by Muskingum Watershed Conservancy District, party(ies) of the second part hereby agree/agrees to comply with all the terms and conditions of said cottage site lease on the part of the lessee therein to be performed as though said lease was executed by and

effective between the Muskingum Watershed Conservancy District and said party(ies) of the second part.

Party(ies) of the first part hereby covenant(s) and agree(s) with party(ies) of the second part that they are/he is/she is the true and lawful owner(s) of said cottage site lease; that the same is free and clear of all encumbrances, and that they/he/she will warrant and defend the title thereto unto party(ies) of the second part, his/her/theirs heirs, executors, administrators and assigns.

IN WITNESS WHEREOF, the parties have hereunto set their hands to triplicate copies hereof, the day and year first above written.

Signed and acknowledged by  
Party(ies) of the First Part  
in presence of:

\_\_\_\_\_  
\_\_\_\_\_

Party(ies) of the First Part

Signed by Party(ies) of the Second  
Part in presence of:

\_\_\_\_\_  
\_\_\_\_\_

Party(ies) of the Second Part

Address of Party(ies) of the Second Part:

\_\_\_\_\_  
\_\_\_\_\_

THE STATE OF \_\_\_\_\_ : §

\_\_\_\_\_ COUNTY :

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, by \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

THE STATE OF \_\_\_\_\_ : §

\_\_\_\_\_ COUNTY :

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, by \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

**CONSENT OF CONSERVANCY DISTRICT**

In consideration of the agreement by party(ies) of the second part to comply with all the terms and conditions of the lease described in the foregoing assignment, Muskingum Watershed Conservancy District does hereby consent to the foregoing assignment of the above described lease.

Dated at New Philadelphia, Ohio, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**Muskingum Watershed Conservancy District**

By: \_\_\_\_\_

Craig W. Butler  
Executive Director/Secretary

This instrument prepared by Muskingum Watershed Conservancy District and approved by \_\_\_\_\_, Attorney-at-Law.