MoDOT

105 West Capitol Avenue
P.O. Box 270
Jefferson City, Missouri 65102

Missouri Department of Transportation
David B. Nichols, Director

573.751.2551
Fax: 573.751.6555
1.888.ASK MODOT (275.6636)

[DATE]

[LAND OWNER NAME]
[LAND OWNER ADDRESS]
[LAND OWNER CITY], [LAND OWNER STATE] [LAND OWNER ZIP]

RE: Permit [PERMIT NUMBER]
[COUNTY] County, [ROUTE]

Dear [LAND OWNER CONTACT]:

Our records indicate that Notices to Remove/Terminate have been delivered to both you and the sign owner, [OWNER NAME]. As of this date, the sign is still in place.

This letter is to inform you that state forces will be entering your property to remove the sign. All costs associated with the removal will be billed to the sign owner, [OWNER NAME].

> **RSMo 226.580 (4)**
> If actual notice as provided in this section is given and neither the remedial action specified is taken non an action for review is filed, or if an action for review is filed and is finally adjudicated in favor of the state highways and transportation commission, the state highways and transportation commission shall have authority to immediately remove the unlawful outdoor advertising. The owner of the structure shall be liable for the costs of such removal. The commission shall incur no liability for causing this removal, except for damage caused by negligence of the commission, its agents or employees.

For additional information regarding outdoor advertising rules and regulations, please log onto http://www.modot.org/business/Outdoor_Advertising. If you have any questions, please contact me at [PHONE NUMBER].

Sincerely,

[PERMIT SPECIALIST]
[PERMIT SPECIALIST TITLE]