**SPECIAL BENEFIT OFFER LETTER**

**SAMPLE LETTER – USE DISTRICT LETTERHEAD**

Dear \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_:

This Missouri Highways and Transportation Commission has approved a project to construct \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ adjacent to your property. In order to complete this improvement, it is necessary that we acquire a portion of your property. The property that is needed for the project is described in the enclosed deed and presented to you on the engineering plans.

This is a limited access improvement. You will have access to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Under Missouri law, compensation for property needed for a highway improvement is based on an appraisal which reflects the value of property before the improvement less the value of the property after the improvement less any special benefits. Special benefits are those benefits accruing alone to the land adjacent to the public improvements which do not accrue to the public at large. The benefits accruing to the public at large are described as general benefits and may not be offset against the damages accruing by reason of acquisition. However, special benefits may offset the value of land taken, as well as any damages sustained by any remaining land.

The attached Basis for Just Compensation reflects how your land value was determined and special benefits were allocated to your property.

On the basis of our appraisal which reflects the special benefits to your property, we are authorized to offer you $\_\_\_\_\_\_\_\_\_ for your property and property rights.

We encourage you to read the attached brochure, *Pathways for Progress,* and welcome your input regarding our offer. Should you have knowledge of additional factual data that affects the value of your property, we would be glad to take it into consideration.

As explained in the *Pathways for Progress* brochure you may be entitled to reimbursement for a portion of the current year’s realty taxes. To claim reimbursement, you must submit to this office the attached Form 7-2.22C properly completed along with copies of paid tax receipts.

When you are prepared to accept or reject this offer, please call the Highways and Transportation Commission’s representative at \_\_\_\_\_\_\_\_\_\_\_\_\_.

We greatly appreciate your cooperation in this matter. If you have any questions regarding the information in this letter or how to proceed, please contact the representative who will gladly assist you.

Sincerely, District Engineer

Hand delivered to: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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