Eligibility Notice--Tenants To be Produced in District Office

and Tenants of Mobile On District Letterhead Paper.

Home Sites See Instructions for Use of Form

In Subparagraph 236.8.3.3(c)(l)

EXAMPLE

(Date)

(Tenant's Name and Address)

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

Subject: Relocation Assistance Program

This letter is to advise you that (date) has been established as the initiation of negotiations date for the property you occupy. Your basic eligibility for relocation benefits has therefore been established. (Please understand that you must also meet additional eligibility requirements for each type relocation payment that may be available to you.) Eligibility requirements are outlined in the Relocation Brochure.

A determination will be made in the near future, normally within 30 days after receipt of this letter, as to whether or not you will be entitled to a rental subsidy payment, and the maximum amount that you can qualify to receive.

The Missouri Department of Transportation is not recommending that you move from the property you now occupy prior to the time it is acquired by the department. You will be provided a 90-day vacancy notice prior to the time you are required to move and we recommend that you continue occupancy until you receive the 90-day notice.

It is mandatory that your replacement dwelling be inspected to assure that it meets the decent, safe and sanitary standards set out in the Relocation Brochure. We, therefore, recommend that you not commit yourself to the rental or purchase of a replacement dwelling before department representatives have an opportunity to inspect it and determine whether or not the replacement meets the required standards. If you rent or purchase a replacement that fails to satisfy the decent, safe and sanitary requirements, you will not be eligible for a relocation housing payment.

The department representative who presents this letter to you will be able to answer additional questions you may have concerning the department's Relocation Assistance Program. You may also feel free to contact \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at this office (telephone no. ), if you have future questions or a need for other relocation assistance.

Sincerely,

District Engineer

(County, Route, Job No., Federal No. and Parcel No.)