Final Vacancy Notice--Condemnation To be Produced in District

Partial Displacements--Owner-Occupants, Office on District Letterhead

Owner-Non-Occupants and Tenants

EXAMPLE

(Date)

(Relocatee's Name and Address)

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

Subject: Notice to Vacate

You were previously advised that you would receive a final vacancy notice advising you of the specific date that possession of the right of way parcel, on which your personal property is located, will be required by the department.

The Missouri Department of Transportation requests that you vacate the subject right of way parcel no later than the day of , 20 , and that possession thereof will be taken by the department on that date or if you vacate prior to such date, possession of the parcel will be taken on the actual date of vacation.

Please contact (Relocation Agent) at telephone number (District Name), if you have any questions.

Sincerely,

District Engineer

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