Final Vacancy Notice--Condemnation To be Produced in District

Total Displacement Office on District Letterhead

Owner-Occupants –Displaced from their primary place of residence

**(100 days possession from the date the commissioner’s report is filed with the Court)**

EXAMPLE

(Date)

(Relocatee's Name and Address)

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

Subject: Notice to Vacate

This is the final vacancy notice advising you of the specific date that possession of the property you now occupy will be required by the department

The Missouri Department of Transportation requests that you vacate such property 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 the date, possession of the property 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.)