Notice--Tenants Not Within Right of Way To be Produced in District

Taking--Mobile Home Park Discontinued Office on District Letterhead

Due to Severity of Right of Way Taking

EXAMPLE

(Date)

(Tenant's Name and Address)

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

Subject: Notice of Potential Relocation Payment Eligibility

If your landlord completely discontinues the mobile home park you now occupy within one year after the Missouri Department of Transportation takes possession of the portion of the park that was acquired as right of way and if you are forced to move from the park prior to the termination of the one-year period, you may become eligible for assistance and payments under the department's Relocation Assistance Program.

This is **not** a notice to vacate. The Missouri Department of Transportation does not own the property you now occupy and we are not recommending that you move from your present location. In fact, we specifically recommend that you do not move unless your landlord discontinues the mobile home park and as a result causes you to relocate. You are not now eligible for relocation assis­tance or payments and you will not become eligible unless you are forced to relocate prior to the expiration of the above-referenced one-year period for the sole reason that the mobile home park is being discontinued and only then if you meet the other eligibility requirements. Under no circumstance will any relocation payments be made until after the mobile home park you now occupy has been completely discontinued.

If for any reason you do move from the property you now occupy, please advise us of your new address in case we need to get in contact with you concerning the Relocation Assistance Program.

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.)