# To be Produced by the LPA

*on LPA Letterhead*

Final Vacancy Notice--Condemnation

Total Displacement

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 *(County or City)* of \_\_\_\_\_\_\_\_\_\_\_\_ requests that you vacate such property no later than the day of , 20 , and that possession thereof will be taken by the *(county or city)* 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 *(Phone number)*, if you have any questions.

Sincerely,

*(Name)*

*(Title)*