

PRELIMINARY ACQUISITION NOTICE*

This is to formally notify you of our interest in acquiring certain property or an easement on property** which you own located at:

(LOCATION OF PROPERTY TO BE ACQUIRED)

We are interested in purchasing or securing an easement on** the property you own to:

(BRIEF DESCRIPTION OF PROJECT)

THIS NOTICE IS PRELIMINARY IN NATURE AND IS NOT A NOTICE TO VACATE. IT DOES NOT ESTABLISH ELIGIBILITY FOR RELOCATION PAYMENTS OR OTHER RELOCATION ASSISTANCE. To help explain the acquisition procedures, we are enclosing a copy of the booklet, "When a Public Agency Acquires Your Property."

You may donate this property or an easement interest in this property** if you so desire.

If you have any questions before this office can contact you again, please call _____, who is the _____. Our telephone number is _____, and our regular office hours are _____ to _____, _____ through _____).

Sincerely,

_____ (Community official name)

_____ (Title)

* This notice (and all notices) should be hand-delivered and a signed receipt obtained or sent registered or certified mail, return receipt requested.

** You need to indicate whether you want to purchase the land or receive an easement.