Date:

|  |  |
| --- | --- |
| County: | ROW CSJ: |
| Federal Project No.: | Parcel: |
| Highway: |  |
| Limits From: | |
| Limits To: | |

Dear      ,

As previously communicated to you, it is necessary for the State of Texas, acting through the Texas Department of Transportation, to construct a highway that requires the purchase of your billboard structure located at [describe]. Inasmuch as negotiations to purchase this billboard structure have been unsuccessful to date, a final offer is hereby submitted to you. According to authorization by the Texas Transportation Commission, a total sum of $      is offered for your billboard structure**,** subject to you providing a *Disclaimer of Interest s*igned by the fee owner (form provided with your initial offer letter). If the fee owner will not sign the disclaimer of interest, you must provide the State with a copy of your lease in order to verify that you own the billboard structure.

As outlined in the State’s initial offer letter, you will be eligible for a relocation permit under 43 TAC 21.192 only if you quitclaim your billboard structure to the State, retain that structure, and then apply for a relocation permit. If you opt to retain the billboard structure, a retention/salvage value of $      will be deducted from the above offered amount.

You may be entitled to additional payments and services under the State’s Relocation Assistance, which will not include any costs for moving real property. It is emphasized, however, that any benefits to which you may be entitled under this program will be handled entirely separate from and in addition to this transaction. You will receive a booklet entitled *“Relocation Assistance”* which will inform you of eligibility requirements, payments and services which are available.

If you desire to accept this offer, please contact       at (   )   **-**     as soon as possible**.** If this offer is not accepted within fourteen (14) days from the date of delivery of this letter, it will be considered as having been rejected. We enclose herein a copy of the proposed instrument by which the property or property interest would be conveyed to the State.

If you reject this offer, eminent domain proceedings will be initiated by the State. Thereafter, the Court will appoint three disinterested real property owners who reside in the County to serve as Special Commissioners, a date will be set for a hearing and you will be notified of the time and place set for the hearing at which the Special Commissioners will hear the evidence presented and arrive at an award which will be filed with the Court. The State may then deposit the amount of the award with the Court, at which time the State will be entitled to take possession of the property involved. After the deposit is made, you may withdraw your share of the award. If the award exceeds the amount of any subsequent judgment, you are required to repay the State the excess amount and any excess amount not repaid to the State may be deducted from eligible payments, if any, due to you as the property owner under the Department’s Relocation Assistance Program. If either you or the State is dissatisfied with the amount of the Special Commissioners’ award, objections may be filed within the time prescribed by law and the case subsequently tried before the Court as are other civil cases. Should the State file eminent domain proceedings, you will not be eligible for a relocation permit.

Sincerely,

Right of Way Manager or other signatory

Enclosure: Proposed Quitclaim Deed, Form N-30-OAS Structure and leasehold **[INSTRUCTION: Use Form N-30-OAS-Structure and Leasehold-Bisection form, if sign is bisected. REMOVE this instruction]**