

RE: Project No. _____
Sponsor No. _____
Tract No. _____
Town/City (If Applicable) _____
County _____

Dear Sir or Madam:

The town/city/county of _____ is in the process of acquiring Rights-of-Way for the purpose of constructing the above referenced project.

The proposed construction of this project will necessitate the purchase of approximately _____ acre(s) of your property, which is identified as Tract No. _____ on our Right-of-Way map. We have had your property appraised by a qualified independent or staff real estate appraiser, who was instructed to make a careful study of all legally compensable elements of value which contribute to the present worth of your property. The appraiser was also instructed to carefully consider the effect of the project on the value of your remaining lands and improvements, if any. A breakdown of the offer due you is given below.

Should this offer not be acceptable, and no reasonable compromise can be reached, it will be necessary to acquire your property by exercising the right of Eminent Domain as set out by Alabama Law. In such proceedings, a petition of condemnation is filed in the Probate Court of _____ County. The Probate Court appoints a three-member commission to indicate the price to be paid by the town/city/county of _____. These commission members view the property, hear testimony from both sides, and then arrive at their estimate of value. Should you or the town/city/county be dissatisfied with the price set by the commission, either party may request a trial in the Circuit Court. This action must be taken promptly as the Courts specify a time limit for taking such appeals. The valuation set by the Circuit Court is binding on both parties unless it can be established that some part of the court proceedings was irregular, in which case an appeal by either you or the town/city/county may result in a second trial.

The person delivering this letter to you is employed by the town/city/county of _____. He/she can explain to you the elements of value which constitute our offer and the effect of the Right-of-Way acquisition on your remaining property, if any. This person is also in a position to answer your questions relative to the procedure outlined above. If you have any further questions, please contact me at _____.

Yours truly,

WRITTEN OFFER TO PROPERTY OWNERS (Continued)

Delivered By: _____ - Negotiator

Date Delivered: _____

Received By: _____ - Owner

Date Received by Owner: _____

BREAKDOWN OF OFFER

Land ----- \$ _____

Improvements ----- \$ _____

Damages to Remaining Land
and/or Improvements ----- \$ _____

Cost of Relocating Improvements ----- \$ _____

Town/City/County's Contractor to Relocate

Sub Total \$ _____

Less Enhancement to Remaining Land ----- \$ _____

TOTAL AMOUNT OF OFFER DUE ----- \$ _____