



# INDIANA DEPARTMENT OF TRANSPORTATION

*Driving Indiana's Economic Growth*

100 North Senate Avenue  
Room N642  
Indianapolis, Indiana 46204

PHONE: (317) 232.5060  
FAX: (317) 233-3055

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

DATE: \_\_\_\_\_

PROJECT: \_\_\_\_\_

PARCEL: \_\_\_\_\_ CODE \_\_\_\_\_

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

You are hereby notified that the Indiana Department of Transportation intends to acquire the Dwelling at \_\_\_\_\_ in which you are presently living. Initiation of negotiations for this property is expected to occur

On or about \_\_\_\_\_, 20 \_\_\_\_\_

This is **NOT A VACATE NOTICE**. This is a notice of intent to acquire that **establishes your** eligibility for relocation benefits in accordance with State and Federal regulations. To be considered displaced, a person must legally occupy this property at initiation of negotiations or on the date this notice of intent to acquire is issued.

All legal occupants on the date of this notice will be offered relocation assistance. This includes housing referrals, help in filing payment claims, and other necessary assistance to help them relocate successfully. As a displaced person, you will be reimbursed reasonable moving expenses for moving your personal property from the displacement site to a replacement location within 50 miles. Occupants who have moved prior to the date of this letter are considered to have moved for personal reasons and will not be eligible for relocation payments.

Please be advised that as a person displaced by a federally-funded highway project, you cannot be required to move permanently from your residence until at least one comparable replacement dwelling has been made available. You must be informed of its location, assured of receiving the relocation assistance and payments to which you are entitled, and provided sufficient time to negotiate renting or purchasing a replacement home. In any case, you will not be required to move without at least 90 days written notice.

Residents who are displaced by the project may receive a replacement housing payment to assist in securing comparable replacement housing. Owner-occupants of at least 180 days before initiation of negotiations may be eligible to receive a replacement housing payment for the differential purchase price, increased interest, and incidental expenses incurred in securing

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RAAP FORM # 4A

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comparable replacement housing in addition to the amount they were paid by the State for their

property. Tenants and owner-occupants of at least 90 days before initiation of negotiations may receive a replacement housing payment to assist in purchasing or renting comparable replacement housing.

In order to be eligible for any replacement housing payment, all occupants must relocate to decent, safe and sanitary housing. Owner-occupants must also convey their property to the State, not to another person, firm, or corporation.

Please be advised that any person may appeal the State's eligibility determination or amount of relocation payment by submitting a written appeal to the Relocation Section within 75 days of the date of that determination.

All occupants should inform the Relocation Section before they move to assure that they do not violate their eligibility for relocation benefits. If you desire more information, you may contact the INDOT Relocation Section, 100 N. Senate Avenue, Indianapolis, IN 46204-2249, telephone (317)232-5058.

Your cooperation in providing a modern transportation system for the State of Indiana continues to be appreciated.

\_\_\_\_\_  
Relocation Specialist

Please acknowledge receipt of this letter with your signature below:

\_\_\_\_\_  
Relocatee

\_\_\_\_\_  
Date