



# 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 \_\_\_\_\_ :

As a displaced owner occupant of at least 180 days prior to the initiation of negotiations for this property, you are entitled to a replacement housing price differential payment in the amount of \$ \_\_\_\_\_ to assist you in purchasing a replacement dwelling. This amount has been determined in an analysis of the probable sale prices of available comparable dwellings. The actual replacement housing price differential payment will be the difference between the amount the State pays for the dwelling you now occupy and the amount you actually pay for a decent, safe, and sanitary replacement dwelling, not to exceed the amount determined by the State as necessary to purchase a comparable dwelling.

In addition to the price differential payment, you may also receive an increased interest payment and an incidental expense (closing cost) reimbursement. The actual amount of these payments will depend on the replacement mortgage and eligible closing costs you incur.

The dwelling located at \_\_\_\_\_ is available for you to purchase if you so desire. It has been found to meet the requirements of comparability in accordance with applicable federal regulations. The probable sale price is \$ \_\_\_\_\_ and that amount has been used in computing the previously mentioned price differential payment.

Should you elect to rent your replacement housing, a rental assistance payment has been computed in the amount of \$ \_\_\_\_\_ to assist you in renting a comparable replacement dwelling. This amount has been determined in an analysis of the rent plus utility costs of available comparable dwellings. The actual rental assistance payment will be the difference over a 42 month period between the amount you pay for rent and estimated utilities at your decent, safe, and sanitary replacement dwelling and the economic rent plus utilities at your present dwelling, not to exceed the above computed amount.

(over)

The dwelling located at \_\_\_\_\_ is available to rent if you so desire. It has been found to meet the requirements of comparability in accordance with federal regulations. The rental price is \$ \_\_\_\_\_ / month for the dwelling, including \_\_\_\_\_ utilities, plus \$ \_\_\_\_\_ / month for utility costs, equaling a total rent of \_\_\_\_\_ /month. The total rent has been used in computing the previously mentioned rental assistance payment.

To receive a replacement housing payment or rental assistance payment, you must secure and occupy decent, safe, and sanitary replacement housing within one year after the latter of (1) the date of this letter or (2) the date you receive final payment for the displacement dwelling, or in condemnation cases, the date the required amount is deposited in court. All claims for relocation payments must be submitted within 18 months of the latter of the preceding dates. A Relocation Specialist will assist you in preparing your claim.

Payments to which you are entitled will be made available in sufficient time to allow you to purchase or rent a decent, safe, and sanitary replacement home. Please be advised that any person may appeal the State's eligibility determination or amount of relocation entitlement by submitting a written appeal to the Relocation Unit within 60 days of the date of the determination.

**THIS IS NOT A NOTICE TO VACATE.** The Indiana Department of Transportation will not require you to move from the property you now occupy sooner than \_\_\_\_\_ which is at least 90 days from the date of this letter.

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

Sincerely,

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

Please acknowledge receipt of this letter with your signature below:

\_\_\_\_\_  
Displacee

\_\_\_\_\_  
Date