



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 occupant of at least 90 days prior to the initiation of negotiation for this property, you may be entitled to a Replacement Housing Payment to assist you in towards a replacement dwelling and reimbursement for certain expenses incurred incidental purchasing a replacement dwelling. You are eligible for assistance in the form of a downpayment to the purchase. Financial institutions in your area indicated that a downpayment of 20% would be required to purchase a decent, safe, and sanitary dwelling with conventional financing. The maximum downpayment assistance payment is \$5,250.00 unless a higher amount is computed. The full amount of the downpayment assistance payment must be applied toward the purchase price of the replacement dwelling you actually purchase and occupy, and/or eligible incidental expenses.

A rental assistance payment has been computed in the amount of \$ _____ to assist you in renting a replacement dwelling, should you elect to rent your replacement housing. This amount has been determined in an analysis of rent and utility costs of available comparable rental housing. 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 amount you pay for rent plus utilities at your present dwelling, not to exceed the above computed amount.

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 an estimated \$ _____ /month for utility costs, equaling a total rent of _____ /month. The total rent has been used in computing the previously mentioned rental assistance payment.

(over)

receive a downpayment assistance 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. For those who were tenants of at least 90 days at the initiation of negotiations, in order to receive a downpayment assistance or rental assistance payment, you must secure and occupy decent, safe, and sanitary replacement housing within one year after the date you move from the displacement dwelling. All claims for relocation payments must be submitted within 18 months of the appropriate preceding date. 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 the amount of relocation entitlement by submitting a written appeal to the Relocation Unit within 60 days of the date of that 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

(page 2 of 2)