Administrative Offer Summary (AOS)

|  |  |  |
| --- | --- | --- |
| **Project Title:** | | **Tax Parcel No.:** |
| **ROW Plan Title Approval Date:** | | **Federal Aid Number:** |
| **Property Owner Name:** | **Property Location:** | |
| **Current Use:** | **Zoning:** | |

Before Area: Click here to enter text. After Area: Click here to enter text.

Acquisition Area:

Fee: Click here to enter text. (area) Click here to enter text. (type)

Easement: Click here to enter text. (area)

Highest & Best Use:

Vacant: Click here to enter text. Improved: Click here to enter text.

Effects of Acquisition: Click here to enter text.

Sales Relied On: Click here to enter text. (contained in Data Package for this project dated Click here to enter text..

Subject Sold within last 5 years? Click here to enter text. If yes, is Sale included in Data package? Click here to enter text.

If no, explain why not: Click here to enter text.

**Acquisition Compensation**

Fee:

|  |  |  |
| --- | --- | --- |
| **Land** | | |
| Click here to enter text. (Area) | $Click here to enter text. (Unit Value) | $Click here to enter text. |
| **Improvements** | | |
| Click here to enter text. (type and size) | $Click here to enter text. (Unit Value) | $Click here to enter text. |
| **Easement** | | |
| Click here to enter text. (type and size) | $Click here to enter text. (Unit Value) | $Click here to enter text. |
| **Damages** | | |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Worksheet Date: Click here to enter text. | **Total:** | Click here to enter text. |

**Reconciliation of Market Data & Value Conclusion:**

Click here to enter text.

Prepared By: Click here to enter text.

|  |  |  |
| --- | --- | --- |
|  |  |  |
| INSERT PREPARER NAME  INSERT PREPARER TITLE |  | Date |

Approved By:

1. I have no present or prospective interest in the property that is the subject of this report and I have no personal interest or bias with respect to the parties involved.
2. My compensation is not contingent on an action or event resulting from this report.
3. I affirm that the valuation problem is uncomplicated. I concur in the value estimate herein. I authorize an Administrative Offer be made in said amount as Just Compensation.

|  |  |  |
| --- | --- | --- |
|  |  |  |
| INSERT AUTHORIZED SIGNATORY NAME  INSERT AUTHORIZED SIGNATORY TITLE |  | Date |

*This form is prepared in conformance with Federal and State policy and procedures, under the Uniform Relocation Act. It does not constitute an appraisal as defined by USPAP, nor under the definition of “appraisal” in 49 CFR 24.102(c)(2).*