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| --- | --- |
| **Project Title:** | **Parcel No.:** |
| **Displaced Person(s):** | **Displacee No.:** |

I, the undersigned, hereby certify that I am the owner of certain personal property that is lawfully located upon real property acquired in connection with the foregoing public works project. As a result of the acquisition, said personal property must be moved from the acquired site.

**By initialing below,** I hereby select the following type(s) of moving option(s), authorized under the Washington State Relocation Assistance Program:

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| --- | --- | --- |
|  |  | **Commercial Move.** I will select and contract with a commercial mover to move all personal property onsite. Upon request, the INSERT AGENCY NAME (Agency) may make direct payment on my behalf to a qualified commercial mover to relocate my personal property up to a maximum of 50 miles. I estimate the value of my personal property to be $. This amount will be used to determine the cost of my replacement value insurance (copy of insurance policy may be requested).  I may be required to move flammable materials/chemicals/open containers (refrigerator items, pantry items, under sink items) that the moving company cannot move. If I do, I will be reimbursed a total of $ once the move is complete. |
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|  |  | **Self-Move Actual Cost.** I will move all personal property owned by me using my own resources and be reimbursed the actual and reasonable moving cost as documented by paid receipts, invoices, or other reasonable evidence of expense. |
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|  |  | **Self-Move Scheduled Payment.** I will move all personal property, owned by me, from the acquired site. Upon satisfactory completion of the move, I will claim the amount of $ for  rooms. |
|  |

**NOTE:** Failure to comply with the terms and conditions of this agreement may result in denial of all or part of your claim for moving expenses. In the event that all personal property is not removed, appropriate action will be taken by the Agency, and you will be responsible for the cost associated with removing personal property left at the displacement site. This cost will be deducted from your moving claim/payment.

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Displaced Person Date

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Relocation Specialist Date

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Agency Authorization Date