Date

(Name and Address of Owner)  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Re: FA No.:

Project Title:  
 Right of Way Plan Sheet \_\_\_\_\_ of \_\_\_\_\_ Sheets  
 Parcel Number:

Dear:

This letter is to notify you of your rights and benefits available to you under the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 due to our public transportation project. Those rights and benefits are explained in the enclosed *Transportation Needs and You* booklet.

Your signature below acknowledges your donation of property known as (enter parcel number) to (enter name of agency) for transportation purposes is made voluntarily, and with full knowledge of your right to receive just compensation for the land, property rights, improvements and/or damages to the remainder. You, therefore, release (enter name of agency) from obtaining an appraisal of the acquired property.

Sincerely,  
  
  
Agent Name

Agency Name

Agency Contact Information

**Receipt of this letter and the Transportation Needs and You booklet are hereby acknowledged. I understand this acknowledgment signifies   
my donation and appraisal waiver.**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Signature

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

Date