INSERT DATE

INSERT NAME OF PROPERTY OWNER

INSERT ADDRESS

**Notice of Intent to Acquire**

Project: INSERT PROJECT NAME

Parcel No.: INSERT PARCEL NUMBER

Address: INSERT ADDRESS OF PROPERTY

Dear INSERT NAME OF PROPERTY OWNER:

**CONTACT HEADQUARTERS RELOCATION FOR GUIDANCE:**

**Hollie Rogge email:** [**roggeho@wsdot.wa.gov**](mailto:roggeho@wsdot.wa.gov) **phone (360)705-7312**

**Danny Johnson email:** [**johnsoda@wsdot.wa.gov**](mailto:beairdl@wsdot.wa.gov) **phone (360)705-7317**

Sincerely,

INSERT NEGOTIATOR NAME

Acquisition Specialist

INSERT SPECIALIST'S NAME

Relocation Specialist

Real Estate Services

INSERT SPECIALIST'S ADDRESS

INSERT SPECIALISTS PHONE # AND FAX #

INSERT EMAIL ADDRESS