

Re: Project No.:  
Project Name:  
C.N.:  
Tract No.:  
Name:

Dear \_\_\_\_\_ :

We have completed a Relocation Study and have determined that you, as an owner-occupant for at least 180 consecutive days prior to the initiation of negotiations on this tract, are eligible for relocation assistance payments provided that you purchase/rent and occupy a decent, safe, and sanitary dwelling within one year.

These relocation assistance payments, made after your move, include:

#### MOVING COST PAYMENT

(USE/DELETE) Use if the mobile home WILL be moved

Reimbursement for the actual reasonable costs of moving the mobile home for a distance of up to 50 miles, supported by receipted bills.

(USE/DELETE) Use if the mobile home will NOT be moved

You are eligible for reimbursement of your moving costs and certain related moving expenses.

You may choose to be paid by:

1. Commercial Move – performed by a professional mover; **or**
2. Self Move – a move that may be performed by you in one or a combination of the following methods:
  - a. Fixed Residential Moving Cost Schedule – the schedule used in Nebraska has been approved by the Federal Highway Administration and the amount is \$ \_\_\_\_\_ ;  
**or**
  - b. Actual Cost Move – Supported by receipted bills for labor and equipment. Hourly labor rates should not exceed the cost paid by a commercial mover. Equipment rental fees should be based on the actual cost of renting the equipment but not exceed the cost paid by a commercial mover.

#### REPLACEMENT HOUSING PAYMENT

- A. A replacement mobile home housing payment of \$ \_\_\_\_\_ provided that you purchase and occupy a decent, safe, and sanitary mobile home with a total cost of \$ \_\_\_\_\_. This payment is the difference between the amount our study indicated that a decent, safe, and sanitary comparable replacement mobile home will cost \$ \_\_\_\_\_ and the amount that you were paid for your mobile home \$ \_\_\_\_\_. You

may purchase a mobile home in excess of \$ \_\_\_\_\_, however, the payment will remain the same. Should you purchase a mobile home for less than \$ \_\_\_\_\_, the payment will be the difference between the amount you were paid for your mobile home and the amount you actually paid for your replacement mobile home. In addition, if your mobile home is acquired through the process of eminent domain and the acquisition price is increased, your replacement mobile home payment will be reduced by the amount of that increase; in addition:

- B. A maximum replacement lot rent payment of \$ \_\_\_\_\_, provided that you rent and occupy a lot with a monthly rent and utility cost (rental cost) of \$ \_\_\_\_\_. A replacement lot rent payment is the difference between the amount our study indicated a decent, safe, and sanitary comparable replacement lot rental cost and the lot rental cost at your subject; times 42 months. You may rent a lot with a rental cost in excess of \$ \_\_\_\_\_, a month, however, the maximum replacement lot rent payment will remain at \$ \_\_\_\_\_; Should you elect to rent a lot with a rental cost of less than \$ \_\_\_\_\_ a month, the payment will be the difference between the amount you will pay for lot rent and utilities at your replacement lot and the amount you were paying for rent and utilities at the subject; times 42 months; OR
- C. A conventional replacement home housing payment of \$ \_\_\_\_\_ provided that you purchase and occupy a decent, safe, and sanitary conventional home with a total cost of \$ \_\_\_\_\_. This payment is the difference between the housing payment combined with the lot rent payment shown in paragraphs "A" and "B" above and the amount that you were paid for your mobile home. You may purchase a conventional home in excess of \$ \_\_\_\_\_, however, the payment will remain the same. Should you purchase a conventional home for less than \$ \_\_\_\_\_, the payment will be the difference between the amount you were paid for your mobile home and the amount you actually paid for your replacement conventional home; OR

(Use/delete) Use when the Replacement Lot Downpayment is less than Replacement Lot Rent Supplement in "B" above, delete second "D" below

- D. A replacement lot downpayment, which shall be the lesser of:
  - a) The amount that would be required as a downpayment for financing a conventional loan in the purchase of a comparable replacement lot plus your eligible incidental closing costs, except that the amount of the closing costs shall not cause the total of the downpayment and closing costs to exceed \$ \_\_\_\_\_;
  - b) The amount required as a downpayment for financing a conventional loan on the replacement lot you actually purchase plus eligible incidental closing costs; or
  - c) The amount you actually pay down in the purchase of your replacement lot plus your eligible incident closing costs.

(use/delete) Use when Replacement Lot Rent "B" above is less than the Replacement Lot Downpayment, delete first "D" above

- D. A replacement lot downpayment, which shall be the lesser of:

- a) The amount that would be required as a downpayment for financing a conventional loan on a replacement lot of your choice, limited to \$ .
- b) The amount actually incurred in the purchase of your replacement lot.

The full amount of the downpayment will be applied to the purchase price of the replacement.

In order to be eligible for a replacement housing payment, your replacement dwelling/mobile home and lot must be inspected for decent, safe, and sanitary standards following the completion of your move.

The mobile home housing payment, which was described earlier, was based on located at which was available on .

The lot rent payment, which was described earlier, was based on located at which was available on .

You may be eligible for reimbursement for certain eligible incidental expenses actually incurred during the purchase of a replacement dwelling.

You may be eligible for reimbursement on an annual basis for any increase in your real property taxes for a period of three years. Eligibility for this payment will be determined by procedures established by the Department of Roads.

In addition to the above described monetary benefits, the relocation agent presenting this letter to you is offering his/her services to assist you in locating or obtaining replacement housing. If you wish to accept this assistance, please contact the relocation agent.

Included with this letter is our "Your Rights Under Title VI" brochure, which you should review at your convenience and a "Civil Rights Survey" that if you wish we would like you to complete and return in the enclosed postage paid envelope. Your completion of this survey is completely voluntary.

The relocation agent presenting this letter to you will provide an explanation of the above and answer any questions you may have concerning relocation assistance.

Sincerely,

Roger Ripley  
Chief Negotiator/Relocation Supervisor  
Right of Way Division

RR/

xc: File