

Sample Notice of Relocation Eligibility

(Print on community letterhead)

July 29, 1998

Mr. Edward Hawkins
13507 Hucksburg Lane
Shilling, AS 40377

Dear Mr. Hawkins:

On July 28, 1998, the City of Adversity submitted a written offer to buy the building at 1387 Hurricane Way, Adversity, AS 40241. The building is on the site of the planned Quake River Property Acquisition Project.

If the property owner accepts the City's offer, all tenants must vacate the building. Our records indicate that you are a tenant in the building. ***You do not need to move now.*** We will send you a notice no less than 90 days prior to the date you must vacate the building.

If you must move, you will be entitled to relocation payments and other assistance in accordance with Federal regulations implementing the Uniform Relocation Assistance and Real Property Acquisition Act of 1970.

You may choose either (1) a payment for your actual reasonable moving and related expenses or, if you prefer, (2) a fixed payment. Also, if you occupied your home in this building for at least 90 days prior to July 28, 1998, you may be eligible for a replacement housing payment to help you rent or buy a "comparable replacement home." If you have not occupied your home in the building for that 90-day period prior to July 3, 1998, please contact us immediately.

Three "comparable replacement homes" that you may want to consider renting are listed below:

Address	Rent and Applicable Utility Costs	Name and Telephone Number of Contact Person
1. 822 Fairview Road	\$ 400.00	Tincher Properties (111) 324--0876
2. Tierra Linda Apartments	\$ 390.00	Shirley Jones (111) 708-3220
3. 9810 Fields Avenue	\$ 415.00	J.R. Moore (111) 695-8891

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Preliminary inspections have been made for 822 Fairview Road and 9810 Fields Avenue. 822 Fairview Road will install a smoke detector and be re-inspected prior to being rented. 9810 Fields Avenue will clean out the basement and be re-inspected prior to being rented. The apartment at Tierra Linda Apartments will be inspected August 2, 1998. This complex has a good record with the City for inspections.

If you have no transportation, we would be glad to provide you with transportation to inspect these units. We believe the unit at 822 Fairview Road is the most representative of your present home. Based on the information available to us, the rent and the estimated cost of utilities paid by the tenant for that unit would cost about \$100 per month more than the rent and the same utility services for your present home. Therefore, you may be eligible for a rental assistance payment up to \$4,200 (\$100 x 42 months). This is the maximum payment that you would be eligible to receive. If the rent and the same utility services for your actual replacement home cost less than \$100 per month, your rental assistance payment would be based on your actual cost.

Contact us immediately if you do not agree that these units are comparable to your home. We will explain the basis for our selecting these units. And, if necessary, we will find other units. We will not base your payment on any unit that is not a "comparable replacement home." Should you wish to buy, rather than rent a decent, safe, and sanitary replacement home, you would be eligible for a down payment up to \$4,200. Let us know if you would prefer to buy a replacement home, and we will help you find one.

While you are eligible for assistance to help you relocate, you must do certain things to remain eligible. (For example, you must move to a decent, safe, and sanitary home within one year after you vacate your present home.) Therefore, do not commit yourself to rent or buy a home until we inspect it. Throughout this process, you also are entitled to housing referrals, counseling, and other services.

A representative of this office will contact you soon to determine your needs and preferences. He or she will explain your rights, help you find replacement housing, and obtain the relocation payments and other assistance for which you are eligible.

In the meantime, if you have any questions, please call Pat Keach at (111) 711-0671.

Remember, ***do not move before we have a chance to discuss your eligibility for assistance.*** Please retain a copy of this letter.

Sincerely,

Taylor Gilmour
Director of City Services