

OFFER TO PURCHASE

(CURRENT DATE)

(ADDRESS)

Dear _____:

The City would like to buy your property or purchase an easement* located at _____ (Address)

Your property is needed for _____ (Brief Description of Project)

Based on a fair and independent appraisal of the property, we propose to offer: _____ (Amount).

We feel the offer represents just and reasonable payment. Please read carefully the attached "Statement Of The Basis For The Determination Of Just Compensation." It contains a complete description of the property and any improvements we propose to acquire. It also explains how the amount of our offer was determined.

If the offer is acceptable, please sign below.

Sincerely,

Signed,

(SIGNATURE AND TITLE OF
COMMUNITY OFFICIAL)

(SIGNATURE OF OWNER)

Attachment

(DATE)

* _____
City should indicate what they want.