Voluntary Notice to Specific Owners

[*Grant Recipient Letterhead*]

Date

Address of Property Owner

Dear: *Property Owner Name*

This is to inform you that *Grant Recipient Name* is interested in purchasing the property located at *Street Address*, Map*, Lot Number or other identification*. The *Grant Recipient Name* has received a Community Development Block Grant from the Oklahoma Department of Commerce for the purpose of *briefly describe project*. Acquisition of the above-referenced property is needed in order for the project to be implemented and its benefits to be enjoyed by the community.

This sale is **voluntary.** If you do not wish to sell, the *Grant Recipient* will **not** acquire the property. The *Grant Recipient* **[***does not have the power to acquire your property by condemnation* ***/*** *will not use the power of eminent domain to acquire the property***]**. Since the purchase would be a voluntary, arm's-length transaction, you would not be eligible for relocation payments or other relocation assistance available under Federal law. However, tenants are eligible for relocation benefits.

If you are interested in considering the sale of this property to the *Grant Recipient*, an appraisal *and review appraisal* will be conducted to establish the fair market value of the property, which will be the basis for determining the offer to be made for purchasing the property. Please be aware that this letter does not constitute an offer to purchase your property but is intended solely to determine if you have any interest in pursuing such a sale.

Again, please understand that if you do not wish to sell your property, the *Grant Recipient* will take no further action to acquire it. If you are interested in discussing this further, please contact *Name, Address, and Phone Number, if different than letterhead*.

Sincerely,

Name, Title

Italic type = customize as appropriate.

[/] = select the appropriate option.