

[Date]

[Property Owner Name]

[Property Owner Address]

[City, State, Zip Code]

RE: Offer of Just Compensation for Right of Way Acquisition

Project Name: [Project Name]

Parcel Number: [Parcel Number]

Property Address: [Property Address]

Dear [Property Owner Name],

As previously discussed, [Agency/Company Name] is planning the [Project Description, e.g., widening of Highway 10]. To facilitate this project, it is necessary to acquire a [Type of interest, e.g., Permanent Easement / Fee Simple Title] over a portion of your property.

Based on an appraisal conducted on [Date of Appraisal] by [Appraiser Name], [Agency/Company Name] hereby makes a formal offer of **[\$Total Amount]** as just compensation for the rights required. This total is broken down as follows:

- Value of Land Acquired: \$[Amount]
- Value of Improvements/Structures: \$[Amount]
- Damages to Remainder (if applicable): \$[Amount]

Enclosed with this letter are the following documents:

- A copy of the Appraisal Summary
- A legal description and map of the acquisition area
- The Purchase and Sale Agreement

Please review these materials. This offer is subject to the ability to provide clear title to the property. If you find this offer acceptable, please sign the enclosed agreement and return it to our office by [Expiration Date].

If you have any questions or wish to discuss this offer further, please contact me at [Phone Number] or [Email Address].

Sincerely,

[Signature]

[Name of Agent/Representative]

[Title]

[Agency/Company Name]