

NOTICE TO REAL PROPERTY OWNER/SELLER

Date: _____

Owner(s)/Seller(s): _____

Buyer(s): _____

Address of Property: _____

Dear Owner(s)/Seller(s):

Property owned by you has been offered or contracted for purchase as referenced above. Because Federal funds may be used in the purchase of your property, we are required to disclose the following information by the U. S. Department of Housing and Urban Development (HUD) in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act as amended (URA), Section 24.101(b)(2):

1. This is a **Voluntary** acquisition; the Buyer does not have the authority to acquire your Property by eminent domain, and will not acquire the Property if negotiations fail to result in an amicable agreement.
2. The fair market value of the property is estimated to be \$_____. However, since this transaction is voluntary, current or future negotiations may result in a different price that may be the same, higher or lower than this amount.

An owner-occupant who **Voluntary** sells his or her property does not qualify for relocation assistance.

In accordance with HUD requirements, if the information provided above is disclosed after an option to purchase or contract has been executed between the Buyer(s) and the Seller(s), the Seller(s) must be provided the opportunity to withdraw from the agreement.

Any title deficiencies, liens, or encumbrances on the property must be cleared prior to any closing. Generally, this is a cost that is borne by the Seller(s) of the property; however, payment of these costs may be negotiated between the Buyer(s) and Seller(s). **No federal funds can be used to pay these costs.**

Should you have any questions, please feel free to contact: _____
(Name of Contact Person)

_____ at _____
(Name of City/County/State/Organization/Lender) (Telephone Number)

Seller: _____

Seller: _____

Date: _____

Date: _____

SELLER'S OCCUPANCY CERTIFICATION

[To be completed and signed by the seller of the property.]

I/we, the Seller(s) of the property located at: _____

Certify that:

This property is **vacant land, or**

This property is vacant and without any tenant resident or tenant personal property, or

This property is owned and occupied by the seller.

[If checked here, disregard the remaining statements, and sign and return this document to the person indicated as the contact person.]

If the property does have a structure, or has tenant owned personal property, I/we certify that the following "checked" items are applicable: (Please "✓" **only** those items that are applicable.)

The property is vacant, and no tenant(s) has/have occupied the property for a period of one year prior to the date of this purchase or option to purchase contract.

This property did have a tenant who moved within the past year who was not asked to move in relation to this proposed acquisition transaction. The reason the tenant (or tenants) moved within the past year is explained on an attached page. *(Please attach.)*

The property is tenant-occupied, and I/we agree to allow egress/ingress to the site so that required notices can be delivered to each resident, and that so each resident can be surveyed to determine their replacement housing needs and related moving costs.

The property is not occupied, but personal property owned by a person other than the owner is located at the site.

By signature below, I/we certify that the statement checked above are true to the best of our knowledge, and that if any new tenants are allowed to occupy this property that I/we assume responsibility for providing displacement assistance if we fail to have executed the **Notice to Prospective Tenant** that has been provided to me/us.

Signature of Prospective Seller(s)

Name: _____ Date: _____

Name: _____ Date: _____