## EXAMPLE Voluntary Acquisition Notice to Owner

Date

Name of Owner

Address

City, WA 98XXX

RE: Voluntary Acquisition Notice

Dear *[insert property owners name(s)]*,

This is to inform you that \_\_\_\_\_\_\_\_\_*[insert Project Sponsor name]* would like to acquire the property at \_\_\_\_\_\_\_\_\_\_*[insert street address or other property identification]*, if a satisfactory agreement can be reached.

Because state or federal money may be used in the purchase, we are required to let you know that the sale is voluntary. If you do not wish to sell, we will not acquire your property. The \_\_\_\_\_\_\_\_*[insert project sponsor name]* will not/cannot acquire *[choose one]* your property by condemnation (i.e., through powers of eminent domain).

Because the purchase would be voluntary, you would not be eligible for relocation payments or other relocation assistance under the federal Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 or the state Real Property Acquisition Policy (Chapter 8.26 Revised Code of Washington) or any other law or regulation. However, any tenants that are eligible displaced people located on the property will be offered relocation assistance.

Again, please understand that if you do not wish to sell your property, we will take no further action to acquire it. If you are willing to sell the property, the purchase price will be based upon the fair market value as determined by an appraisal and review appraisal of the property. You also may choose to donate a portion of the purchase price once the fair market value has been established.

Please let us know if you have any tenants as they may be eligible for relocation assistance.

If you have any questions about this matter, please contact \_\_\_\_\_\_*[insert name]* at \_\_\_\_\_\_*[insert contact information]*.

Sincerely,

*[Your name here]*