(Sample Nominal Offer to Purchase Letter)

LETTERHEAD OF LOCAL PUBLIC AGENCY

Date

 Project ID: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Highway Project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 County: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Parcel No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Property Owner Name(s)

Address

City, WI Zip

Dear Property Owner:

A highway improvement project is being planned that will affect property adjacent to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. A search of the public records indicates title to the property is held by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. The portion of your land affected is indicated as Parcel Number \_\_\_\_\_\_\_\_ on the enclosed right of way plat. The acquisition involves \_\_\_\_\_\_\_\_ acres of land.

The brochure entitled, the “Rights of Landowners Under Wisconsin Eminent Domain Law” which was previously given to you will provide information regarding your rights and to serve as a guide during this acquisition process.

In acquisitions where a formal evaluation would indicate nominal damages, we are authorized to purchase the needed right of way without an appraisal. We believe that your parcel fits this situation and wish to extend to you an offer of $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for this parcel. This offer was determined based on a market sales study for the area. Copies of the comparable sales used to establish this offer are attached. This offer was arrived at and allocated as follows:

Land - \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Acres x $\_\_\_\_\_\_\_\_\_\_\_\_/per Acre = $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Total Damages = $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Rounded to $**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

If you are in agreement with this offer, please sign the enclosed “Nominal Payment Parcel - Waiver of Appraisal Recommendation and Approval (lpa1897),” and also **sign the deed in the presence of a Notary Public. I need to hear from you within ten (10) days.** If I do not hear from you within this period, I may need to make a formal appraisal of your property. Please give this matter your earliest consideration. I have included a postage paid envelope for your convenience in returning these documents. Upon receipt, I will process payment to you.

If you have any questions or concerns, please do not hesitate to contact me at: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_; or, call me at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Respectfully,

*(LPA signature)*

LPA Title

Contact information

Enclosure