*Establishment of Estimated Cost to Move*

*DATE*

*PROJECT CAPTION*

*DISPLACEE NAME AND ADDRESS*

RE: Parcel

Dear Occupant:

After evaluating the inventory list you provided, the Department has developed a moving cost estimate of *Estimated Move Cost* for moving the listed personal property from your present location to *Comp Address.*

Should the actual moving cost exceed the amount shown above, you must show just cause and documented reasons for the excess in order to receive payment.

This estimate is based on *Move Cost Estimated by.*

Sincerely,

Right of Way Agent

DELIVERED BY: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**cc: Relocation Assistance Officer**

file