**SAMPLE**

**NOTICE OF INTENT NOT TO ACQUIRE**

Date

Property Owner Name

Property Owner Address

Dear \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_:

The (County, City, Township, Village) of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ has determined not to acquire your property located at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. Any person moving from the premises form the date of this notice will not be eligible for relocation payments or benefits. Should you have any questions, please contact me at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Sincerely,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title

cc: Tenant(s)