The property that your business occupies is required for a Federally-funded transportation project. The relocation brochure previously furnished to you contains information concerning the benefits to which you may be eligible under AS 34.60 and 49 CFR Part 24. If you are a U.S. citizen or an alien who is lawfully present in the United States (or if you are an illegal alien who has proved that there would be exceptional and extremely unusual hardship to your spouse, parent, or child who is a U.S. citizen or lawful resident alien), the State of Alaska will provide you with the following benefits and services. If your business is a partnership, and if any of the owners are illegal aliens, no relocation payment may be made to them. The total relocation payment would be reduced by a percentage based on the proportion of ineligible owners.

The State will pay your reasonable actual moving expenses after you present the paid bills. You have the option of moving by your own labor. Payments of this type of moving will be made on the basis of the lower of two or more moving cost estimates. The Department of Transportation and Public Facilities will obtain, and bear the expense of obtaining, the estimates. You must provide the Department with reasonable advanced written notice of the date of the move and you must allow reasonable and timely inspections and monitoring.

The State may also pay you for those items of personal property that may not be economically feasible to move. In addition, the State may pay you for the time and expenses involved in searching for a new location.

If you feel that your business may suffer a substantial loss of business in another location, you may request that a determination be made for a payment in lieu of moving costs. This procedure requires that your IRS returns be examined by a representative of the Department. The agent will explain this part of the program to you.

The State will pay the eligible expenses after you have vacated the premises. The payments outlined above will be made by State of Alaska warrants. After you submit your claim, you should allow 30 days for delivery by certified mail.

Date presented ____________________________ Right of Way Agent’s Name __________________________________________

Agent’s telephone number: 907.xxx.xxxx