



Department of Planning & Community & Economic Development

Community Development Division

Madison Municipal Building, Suite 300
215 Martin Luther King, Jr. Boulevard
P.O. Box 2627
Madison, Wisconsin 53701-2627
Phone: (608) 266-6520
Fax: (608) 261-9626
www.cityofmadison.com

Child Care
Community Resources
Community Development Block Grant
Madison Senior Center

VOLUNTARY ACQUISITION

Dear _____ (SELLER);

I/(we), _____, am (are) interested in acquiring property you own at

_____ for a proposed project which may receive funding assistance from the U.S. Department of Housing and Urban Development (HUD) or City of Madison's Affordable Housing Funds (AHF).

Please be advised that I (we) do not have authority to acquire your property by eminent domain. In the event we cannot reach an amicable agreement for the purchase of our property, we will not pursue this proposed acquisition.

I (we) are prepared to offer you \$_____ to purchase your property. We believe this amount represents the current market value of your property. Please contact us at your convenience if you are interested in selling your property.

In accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act (URA), owner-occupants who move as a result of voluntary acquisition are not eligible for relocation assistance.

The total purchase price as listed on the accepted Offer to Purchase does not include the sale of any personal property. The accepted Offer to Purchase is the only contract between the seller of the property and My/Ourselves, no side deals, other terms, conditions, understandings or agreements between the seller and My/Ourselves exist unless stated on the Offer to Purchase.

If you have any questions about this notice or proposed project, please contact Community Development Division of City of Madison at the contact information above.

Sincerely,

Signature (Buyer)

Date

Signature (Buyer)

Date

Delivered to Seller by _____ (DATE)

Anyone can write on above line, who gave the form to the Seller.