

COLORADO DEPARTMENT OF TRANSPORTATION SITE SEARCH REQUEST (Business or Farm Operation)	Project Code:
	Parcel No:
	Project No:
	Location:
	County:

Name of Business or Farm Operation:	Name of Owner-Operator:	
Address:		
City:	State:	Zip:

A business or farm operation is entitled to reimbursement for actual expenses, **not to exceed \$2,500**, as the Agency determines to be reasonable, which are incurred in searching for a replacement location, including:

1. Transportation: _____ miles x _____ (\$/mile per state fiscal rules) = \$ _____ (document below)
2. Meals and lodging away from home: \$ _____ (receipts required)
3. Time spent searching based on a reasonable salary or earnings of the person(s) conducting the search: Number of Hours _____ x \$ _____ hourly rate = \$ _____ (document below)
4. Fees paid to a real estate agent or broker to locate a replacement site, exclusive of any fees or commissions related to the purchase of such sites: \$ _____ (receipts required)
5. Time spent in obtaining permits and attending zoning hearings: Number of Hours _____ x \$ _____ hourly rate = \$ _____ (document below)
6. Time spent negotiating the purchase of a replacement site based on a reasonable salary or earnings: Number of Hours _____ x \$ _____ hourly rate = \$ _____ (document below)
Hourly rate will be established by tax returns or other suitable documentation provided by displacee (attached).

ACTIVITIES (Sites visited, individuals contacted, etc)	DATE	HOUR(S)	MILEAGE	COSTS

I certify the expenses outlined above were spent solely for the search of a replacement site for the displaced business or farm operation.		
Owner-Operator's signature	Date	FEIN/SS #