

**BUSINESS – FIRST NEGOTIATION CONTACT**

**90-DAY NOTICE**

 Project Code:

Parcel No:

 Project No:

 Location:

 Date:

Dear      :

The Colorado Department of Transportation has determined that your farm or place of business is needed for public right of way purposes. Negotiations for this parcel were initiated on      , 20     . The Department is prepared to offer you relocation assistance and payments.

You have a minimum of 90 days from the date of this letter before you may be required to move. You will be notified of a specific date to vacate at least 30 days prior to the date you must move.

The relocation brochure provided to you describes the relocation services and payments available to you, and informs you of the appeal procedures in the event you are dissatisfied with the amount determined on any payment.

Every person seeking benefits under the Federal Uniform Act must certify residency status. Any person who is an alien not lawfully present in the United States is ineligible for relocation advisory services and relocation payments, unless such ineligibility would result in exceptional and extremely unusual hardship to a qualifying spouse, parent, or child. Please complete the attached form.

If you have any questions about relocation, you may contact me at      .

Sincerely,

Real Estate Specialist

Attachment

Colorado Department of Transportation

**Certificate of Legal Residency in the United States**

In accordance with Public Law 105-117, 105th Congress and Title 49, Code of Federal Regulation, Part 24, all persons seeking relocation payments or relocation advisory assistance shall, as a condition of eligibility, certify that he/she and/or other members of the household are citizens, nationals or aliens who are lawfully present in the United States.

**Residential Displacements**

A. Individual: I certify that I am a citizen of the United States [ ]

(or)

 I certify that I am an alien lawfully present in the United States [ ]

(or)

B. Family: I certify that there are \_\_\_\_\_\_\_\_ persons in my household and that they are citizens of the United States and \_\_\_\_\_\_\_\_ are aliens lawfully present in the United States.

**Non-Residential Displacements**

C. Sole Proprietorship: I certify that I am a citizen of the United States [ ]

(or)

 I am an alien lawfully present in the United States [ ]

(or)

 I am a non-U.S. citizen not present in the United States [ ]

D. Partnership: I certify that there are \_\_\_\_\_\_\_\_ partners in the partnership and that \_\_\_\_\_\_\_\_ are citizens of the United States, \_\_\_\_\_\_

 are aliens lawfully present in the United States, and \_\_\_\_\_\_\_ are non-U.S. citizens not present in the United States.

E. Corporations: I certify that \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ is established pursuant to Colorado State Law and is authorized to conduct business in the United States.

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

(Your signature constitutes certification) Date

NOTE: The Colorado Department of Transportation or its agents may request documentation or other credible evidence in addition to this certificate, and also make check with the Bureau of Citizenship and Immigration Services (BCIS).