

COLORADO DEPARTMENT OF TRANSPORTATION DOCUMENT TRANSMITTAL	Project Code: <hr/> Parcel No: <hr/> Project No: <hr/> Location: <hr/> Date: <hr/>
To: Project Development Branch, ROW Services, HQ 4 th Floor, Attn: Acquisition/Relocation Unit	
From:	
<input type="checkbox"/> Condemnation package including supporting data (Condemnation Memorandum and Checklist, Parcel Negotiation Record and Certificate, Offer of Fair Market Value, etc). Original package to ROW Services and copy to AG's Office.	
<input type="checkbox"/> Warrant Request for acquisition including supporting data (ROW Settlement Checklist, Memorandum of Agreement/Possession & Use Agreement/Administrative Settlement, Fair Market Value/Value Finding, Parcel Negotiation Record and Certificate; Offer of Fair Market Value, Final Offer Letter/Letter of Compromise; miscellaneous correspondence, W-9)	
<input type="checkbox"/> Warrant Request for relocation including supporting data (determination, claim form, Relocation Checklist and Certificate and W-9). The following are required for the first request for payment: <ul style="list-style-type: none"> • If residential (First Negotiation Contact; 90 Day Notice; Certification of Residency Status) • If business (First Negotiation Contact/90 Day Notice and Certification of Residency Status) • If personal property only (First Negotiation Contact/90 Day Notice and Certification of Residency Status) 	
<input type="checkbox"/> Other individual items described below:	
<input type="checkbox"/> Acquisition Stage Relocation Plan/Displaced Persons Information	
<input type="checkbox"/> Appraisal dated: by	
<input type="checkbox"/> Certified Inventory of Real & Personal Property	
<input type="checkbox"/> Closing Statement and Receipt	
<input type="checkbox"/> County Tax Pro-Ration Request (original)	
<input type="checkbox"/> Deeds <input type="checkbox"/> Special Warranty <input type="checkbox"/> General Warranty <input type="checkbox"/> Quit Claim <input type="checkbox"/> Access <input type="checkbox"/> Other:	
<input type="checkbox"/> Encumbrances, Releases <input type="checkbox"/> Full <input type="checkbox"/> Partial	
<input type="checkbox"/> Fair Market Value	
<input type="checkbox"/> Final Offer Letter/Letter of Compromise	
<input type="checkbox"/> Miscellaneous correspondence	
<input type="checkbox"/> Offer of Fair Market Value	
<input type="checkbox"/> Original certificate of taxes due	
<input type="checkbox"/> Release of Interest	
<input type="checkbox"/> Relocation Determination/Claim	
<input type="checkbox"/> Replacement Housing Inspection	
Miscellaneous/Remarks:	
Real Estate Specialist	Date: