Date.

Name. Via Certified Mail Click or tap here to enter text.

Address. (or hand delivered)

Address

**SUBJECT:** **First Right of Refusal – FDOT Surplus Property**

Choose an item.

 Item/Segment No. : Click or tap here to enter text.

 State/Job No. : Click or tap here to enter text.

 FAP No. : Click or tap here to enter text.

 State Road No. : Click or tap here to enter text.

 County : Click or tap here to enter text.

 RWMS No. : Click or tap here to enter text.

Dear Click or tap here to enter text.,

On click or tab to enter a date the Florida Department of Transportation (“FDOT”) acquired Choose an item. a property owned by Click or tap here to enter text. located at Click or tap to add address of property. and identified as FDOT Parcel No. Click or tap here to enter Project No. Click or tap here to enter text.(the “Parcel”).

In accordance with section Choose an item. Florida Statutes, Click or tap add name of person or corporation . entitled to a right of first refusal to purchase the Parcel at the Choose an item. of Click or tap to amount asking for parcel. In order to exercise the right of first refusal and purchase the Parcel, you must notify FDOT of your decision in writing, via certified mail or by hand delivery, within minimum of 30 days. days of your receipt of this letter. The notice of decision must be sent, or hand delivered to the following address: Click or tap FDOT District address.

Please be advised that in order to purchase the Parcel, the closing on the Parcel must occur within minimum of 90 day days of the date that the notice of your decision was sent, or hand delivered to FDOT.

***Failure to meet the above-set deadlines waives your right of first refusal, such that FDOT may sell or otherwise dispose of the Parcel.***

Thank you for your attention to this matter, and if I can be of any assistance, please contact me at office phone number and email address.

Sincerely,

 Name

Property Management Administrator

Operations