

NOTICE TO REAL PROPERTY OWNER/SELLER

Date: _____

Owner(s)/Seller(s): _____

Buyer(s): _____

Address of
Property Under Consideration: _____

Dear Owner/Seller:

Property believed to be owned by you is being considered for purchase, as referenced above. Federal funds in the form of down payment and closing cost assistance to the named Buyer(s) may be used in the purchase of the property. We are required to disclose the following information in accordance with U.S. Department of Housing and Urban Development (HUD) and the Uniform Relocation Assistance and Real Property Acquisition Policies Act as amended (URA), Section 24.101(b)(2):

1. The proposed sale is voluntary. In the event negotiations fail to result in an agreement, the property will not be acquired via voluntary purchase or eminent domain.
2. The fair market value of the property is estimated to be \$ _____. However, since this transaction is voluntary, current or future negotiations may result in a price that could be (a) commensurate with this estimate, or (b) for an amount less than this estimate.

An Owner-occupant who conveys his or her property under these terms does not qualify as a displaced person. Additionally, any person who occupies the property for the purpose of obtaining assistance under the URA does not qualify as a displaced person. However, tenant-occupants displaced as a result of a voluntary acquisition may be entitled to URA relocation assistance and must be informed in writing as soon as feasible. In accordance with HUD requirements, if the information provided above is disclosed after an option to purchase or contract has been executed between the Buyer(s) and Seller(s), the Seller(s) must be provided the opportunity to withdraw from the agreement.

Any title deficiencies, liens, or encumbrances on the property must be cleared prior to property transfer. If approved by the City of Killeen, these costs may be fully paid by the buyer(s), or as negotiated between the seller and the buyer, using their own funds. **No federal funds can be used to pay these costs.**

Should you have any questions, please feel free to contact.

**City of Killeen HOME Program
254-501-7845**

Receipt acknowledged this _____ day of _____, _____

Seller

Witness

Seller

Witness

(Notice to Seller Doc-Rev. 8/2012)

This document must be returned to the City of Killeen, Community Development Department, HOME Program, 802 N. 2nd Street Bldg. E, Killeen, Texas 76541