



HOME Opportunity Program

Sponsored by



[Date]

[Name of Seller]

[Address of Seller]

Re: Voluntary Sale Disclosure

Dear [Name of Seller]:

This is to inform you that [name of buyer] would like to purchase the property located at [Street address or other property identification], if a satisfactory agreement can be reached. [Name of buyer] is prepared to pay \$[amount of offer] for clear title to the property under the conditions described in the attached proposed contract of sale.

Because Federal funds may be used in the purchase we are required to disclose to you the following information:

1. This sale is voluntary. If you do not wish to sell, [name of buyer] will not acquire your property. Neither [Name of buyer] nor [Name of Subrecipient] has the power to acquire your property by condemnation (i.e., eminent domain).
2. We estimate the fair market value of the property to be \$[insert the purchase price] based on the proposed purchase price. Upon acceptance of the purchase offer, the property will be appraised and you will be informed of the appraised value. If the appraised value differs from the proposed purchase price, you will have the right to withdraw from the proposed sale.

Since the purchase would be a voluntary, arm's length transaction, you will not be eligible for relocation payments or other relocation assistance under the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA), or any other law or regulation. Also, as indicated in the purchase offer, this offer is made on the condition that no tenant will be permitted to occupy the property before the sale is completed.

Again, please understand that if you do not wish to sell your property, we will take no further action to acquire it.

If you have any questions about this matter, please contact ["me" or contact name]. ["My"/"his"/"her"] telephone number is [contact telephone number].

Sincerely

[Name]

[Title]