

MISSOURI DEPARTMENT OF TRANSPORTATION  
RIGHT OF WAY DIVISION

**DOWN PAYMENT CLAIM**

COUNTY			ROUTE	PARCEL	FEDERAL NUMBER
RELOCATEE (S)				DATE OF CLAIM	

JOB NUMBER

**SUBJECT PROPERTY**

RELOCATEE WAS	DATE PURCHASED (IF OWNER-OCCUPIED)	DATE OCCUPIED
<input type="checkbox"/> TENANT <input type="checkbox"/> SHORT TERM OWNER		
TYPE PROPERTY	<input type="checkbox"/> DUPLEX	<input type="checkbox"/> SLEEPING ROOM
<input type="checkbox"/> SINGLE FAMILY DWELLING <input type="checkbox"/> APARTMENT	<input type="checkbox"/> MOBILE HOME	<input type="checkbox"/> OTHER (Specify)
ADDRESS		

**REPLACEMENT**

ADDRESS	DATE PURCHASED	DATE OCCUPIED
<input type="checkbox"/> SINGLE FAMILY DWELLING <input type="checkbox"/> MOBILE HOME ONLY	<input type="checkbox"/> NEW HOUSE CONSTRUCTED ON REMAINDER	
<input type="checkbox"/> MOBILE HOME & SITE <input type="checkbox"/> SITE ONLY	<input type="checkbox"/> NEW HOUSE CONSTRUCTED ON REPLACEMENT SITE	
PURCHASE PRICE	NEW TELEPHONE NUMBER	REPLACEMENT OBTAINED
		<input type="checkbox"/> WITH <input type="checkbox"/> WITHOUT ASSISTANCE FROM MoDOT PERSONNEL
PREVIOUS OWNER (S)	SELLER'S REAL ESTATE FIRM	
LENDING AGENCY INVOLVED	LENDER'S ADDRESS	

**COMPUTATIONS**

1. Computed Rental Subsidy	\$		
2. Actual down payment <input type="checkbox"/> made <input type="checkbox"/> committed in purchase of replacement	\$		
3. Lesser of line 1 and 2		\$	
4. Actual incidental closing costs:			
5. Legal, including preparation of deeds and contracts	\$		
6. Title examination and/or title insurance	\$		
7. Surveys, drawing and/or plats	\$		
8. Other:	\$		
	\$		
	\$		
9. Total incidental closing costs		\$	
10. Applicable purchaser points		\$	
11. Applicable loan origination and/or service fees		\$	
12. Enter total of lines 3, 9, 10, and 11 (Not to exceed \$5,250 unless last resort, then not to exceed amount on line 1.)			\$
13. Less previous rental subsidy payment - if any			\$
<b>TOTAL AMOUNT CLAIMED</b>			\$

The undersigned certifies both the above subject property and the above replacement property was/is our principal and legal residence. We further certify the above replacement meets decent, safe and sanitary standards as outlined in the Missouri Department of Transportation's Relocation Assistance Brochure and to the best of our knowledge and belief we are eligible for the payment claimed herein. The undersigned further certifies under penalties and provisions of U.S.C. Title 18, Sec. 1001, and any other applicable law, this claim and information submitted herewith have been examined by us and are true, correct, and complete. We understand, apart from the penalties and provisions of U.S.C. Title 18, Section 1001, and any other applicable law, falsification of any item in this claim or submitted herewith may result in forfeiture of the entire claim. The undersigned further certifies to being a U.S. citizen or an alien that is lawfully present in the U.S.

SIGNATURE (S)	DATE
---------------	------

**TO BE COMPLETED BY THE MISSOURI DEPARTMENT OF TRANSPORTATION**

PAYABLE TO

AMOUNT

\$

**TO BE COMPLETED BY THE DISTRICT RIGHT OF WAY UNIT**

**TO BE COMPLETED BY THE BBS DIVISION**

LINE	FIXED ASSET	QUANTITY	FUND	AGENCY	ORG.	APPR. UNIT
01						
02						
LINE	OBJECT	SUB-OBJ	ACTIVITY	FUNCTION	AMOUNT	
01						
02						
LINE	PROJECT/JOB NO. REPORTING CATEGORY	COMMODITY CODE				
01						
02						

- Name of Payee is same as on document
- Distribution on code block is correct
- Document is certified
- Amount is same as on document
- Parcel number entered to PVQ document


CHECKED BY

**TO BE COMPLETED BY DISTRICT R/W UNIT**


- Relocatee occupied subject for required time prior to negotiations
- Replacement was purchased or built and occupied within required one-year time period
- Replacement meets decent, safe and sanitary requirements and inspection report is in the file (inspection report in unit file)
- Any previously paid rental subsidy payment has been deducted from amount being claimed
- All required documents and receipts are in subject's unit file
- Computations have been checked and are correct
- Relocatee was in legal occupancy at initiation of negotiations for subject or upon receipt of a "Notice of Intent to Acquire"
- Information in required documents and receipts is compatible with amounts reflected on claim
- Proper agreement in file if "Advance" payment involved
- Purchaser points included in claim are normal in the area
- Purchaser points, origination and/or loan service fees do not exceed limitations
- Claim submitted within required eighteen month time limit

Comments:

The total sum of \$ \_\_\_\_\_ is approved for payment under this claim.  
 I certify the above information has been checked against this district's records and it is a just and correct payment. I further certify I have no direct or indirect present or contemplated personal interest in the transaction and I will not derive any benefit from the payment of the above claim.

 SIGNATURE	TITLE	DATE
--	-------	------

**THIS CLAIM IS NOT APPROVED FOR PAYMENT FOR THE FOLLOWING REASONS**

 SIGNATURE	TITLE	DATE
--	-------	------

I CONCUR	DISTRICT R/W MANAGER	DATE
----------	----------------------	------