

TENANT CHECKLIST FOR RELOCATION BENEFITS

Tenant Checklist for Relocation, Non-Relocatable or Abandonment Benefits

COMMUNITY: _____ Tenant: _____

1. Confirmation of Change in Land Use Letter and Information Packet sent to all tenants by certified Mail or Proof Of Mailing.
2. Copy of Relocation Plan included in letter.
3. Request Application for Relocation Assistance if not included in your notice from landlord.
4. Mobile Home Mover to determine whether mobile home is relocatable.
5. Send Request for Appraisal to appraiser if home is non-relocatable, submit appraisers' proposal.
6. Original copy of DMV Title sent to DEMHRA WITH Application for Abandoned, Non-Relocatable Homes.
7. For non-relocatable homes or abandoned homes, are there any liens?
8. For non-relocatable homes or abandoned homes, provide proof that property taxes have been paid.