**LAND ACQUISITION FORM**

(Complete one form for **each escrow**)

|  |
| --- |
| **Project Title:** |
| **Assessor’s Parcel Number(s):** | **Acreage** | **Fee Title or Easement** | **Willing Seller****Name and Address** |
|  |  |  |
| **ACQUISITION COST ESTIMATE** |
|  | **Total Costs** | **RP** | **Other Sources of Funds****(specify by name)** |
|  |  |
| Estimated Fair Market Value of property |  |  |  |  |
| Relocation Costs |  |  |  |  |
| Preliminary Title Reports, Appraisal |  |  |  |  |
| Escrow Fees, Title Insurance, Closing Costs |  |  |  |  |
| Surveying (limited to boundary line adjustment) |  |  |  |  |
| Direct costs (staff and consultants) – limited to $10,000 per grant |  |  |  |  |
| State approval costs of appraisal, transaction review etc. |  |  |  |  |
| Contingency (Not to exceed 10% of total grant) |  |  |  |  |
| Required signage |  |  |  |  |
| Other (Specify) |  |  |  |  |
| **Grand Total** |  |  |  |  |

**Acquisition Schedule Timeframe Comments**

|  |  |  |
| --- | --- | --- |
| Complete Appraisal  |  |  |
| Submit appraisal and title report for State review |  |  |
| Submit instruments of conveyance, etc.  |  |  |
| Close of escrow (submit all final closing documents specified in the grant agreement) |  |  |
| Install Bond Acknowledgement Sign |  |  |
| Close-out |  |  |