



REQUEST TO PURCHASE EXCESS PROPERTY

Applicant & Property Information:

Internal Use: GEP#

Name

Mailing address of applicant (if PO Box, please list alternative physical street address)

City State Zip code

Phone

Email

Where is the property located? (please supply: street, county & zip code)

Tax Parcel Id Number:

Why do you want to purchase this property?

Were you the owner of the property when it was acquired? YES NO

Signature & Date

Required Documentation for Review:

- o *Include a written summary explaining the nature of your request (above)*
- o *Recorded deed and legible plat granting the property to the Department.*
- o *Copy of the property tax data, showing land lot, district, mailing address, etc.*
- o *Plat* or tax map highlighting the requested excess property and any adjacent property that you own.*
- o *Copy of any pending or approved development plan concerning this property, if applicable.*
- o *Copy of a map showing nearest intersections and/or crossroads.*
- o *Recorded deed(s) of the property you own adjacent to the desired property (if applicable)*

**Survey needs, at the expense of the applicant, will be determined during the parcel review process*

EMAIL- the complete application and documents to ROWSurplus@dot.ga.gov **OR**

HARDCOPY- Submit the original application with required documentation:

Georgia Department of Transportation
Right of Way Dept. – Property Inventory & Disposal 14th Floor - 1423
600 West Peachtree Street NW
Atlanta, Georgia 30308