



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 & Fee 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)*
- o *A deposit of \$150.00 is required to start the application process. This money order must be included with application or can be followed up in the mail once you have applied electronically. Once money is received the process will start.*

**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 1419
600 West Peachtree Street
Atlanta, Georgia 30308**