EXCESS PROPERTY DETERMINATION REQUEST

Applicant Information

Requestor's Name:

Authorized Representative *(leave blank, if none)*:

Mailing Address: | **City:**

State: | **Zip Code:** | **Phone:**

Email:

Is this request on behalf of a local county, city, or another state agency?

☐ **Yes** ☐ **No**

Name of county, city, or state agency:

Is the Requestor the owner (or successor) of the subject property prior to NDOT acquiring the property? ☐ **Yes** ☐ **No** ☐ **I don't know**

Property Information

Requestor's Property Physical Address:

Requestor's Assessor's Parcel Number(s) and County:

NDOT Route Name/Number | **Nearest Cross Street:**

Does the Requestor own the property abutting the subject NDOT parcel? ☐ **Yes** ☐ **No**

If yes, must include proof of ownership *(i.e., vesting deed, assessor's data)*

DESCRIPTION OF USE

REQUIRED: Site plan or aerial map, clearly depicting the subject area.

Note: Applications without site plan or aerial map will be returned

Project Summary/Proposed Use *(attach additional pages as needed)*:

Nevada Department of Transportation Authority
Per NRS 408.533, the Director of the Nevada Department of Transportation (Department) is authorized to dispose of all Department held real property interests that is no longer needed for highway purposes, after approval by the Transportation Board of Directors. Disposal under this section must be at fair market value. *Disclaimer: Submission of this Request to Purchase NDOT Right-of-Way Form does not guarantee the grant or conveyance of the subject right-of-way property. Requestor is responsible for covering the cost of the legal description, sketch map, and appraisal cost, which is not reimbursable.*

Submit completed application and all required documents to:

Nevada Department of Transportation
Property Management Section
1263 S. Stewart Street
Carson City, Nevada 89712

Or you may submit electronically to: equick@dot.nv.gov
If you need assistance in completing this form, please call: 775-888-7727

By signing this Request form, I certify that I possess the authority to undertake the project described herein.

_____ _____

Requestor's Signature **Date**

_____

Print Requestor's Name

REQUEST INSTRUCTIONS

Requestor Information	**Requestor's Name**	Provide name of person submitting the application.
	Authorized Representative	If the Applicant is represented by a 2nd party, provide representative's name. Must include a letter, signed by the Requestor and the representative who is authorized to act on the Requestor's behalf. If no representative, leave blank.
	Mailing Address	Provide Requestor's or Authorized Representative's mailing address.
	Email & Phone	Provide the Email or Phone number that the Requestor or Authorized Representative may be reached.
	Request from local county, city, or state agency	Check yes if you are requesting on behalf of a city, county, or state agency. This helps determine the method of disposal. Provide the name of the government agency.
	Original Owner Requestor	Check yes if the Requestor owned the subject property before NDOT acquired said property. This may determine the method of disposal.

Property Information	**Requestor's Property Physical Address**	Provide the physical address of your property.
	Requestor's Assessor's Parcel Number	Provide the assessor's parcel number(s) of the abutting property. This can be found on the property tax records or on the Assessor's website.
	NDOT Route Name and Number	Provide the route name and number of the NDOT right-of-way. Ex: Interstate 15 or US 50
	Nearest Cross Street	Provide the nearest street that intersects the NDOT right-of-way.
	Requestor owns Abutting Property	Check "yes" if the Requestor owns the property abutting the subject NDOT parcel. Include records evidencing Requestor's ownership, such as vesting deeds or assessor's data.

Description of Use	**Site Plan or Aerial Map**	Request must include a site plan or aerial map depicting subject area. Must contain enough data to clearly define property boundaries. Applications without site plans or aerial maps will be returned.
	Project Summary/Proposed Use	Provide a description of your project. Provide as much details as you can, including purpose of use, planned improvements, etc. You may attach more pages if necessary.