

State of Oregon

Agency Surplus Real Property Notification Form

Agency File Number:

Type of Notification:		
Surplus <input type="checkbox"/>	Trade/Exchange (Use Both Forms) <input type="checkbox"/>	Transfer to another Agency <input type="checkbox"/>
Futile Act Request <input type="checkbox"/> *Please provide justification narrative memo for the request per OAR 125-045-0221		

Department/Agency Name:	
Property Size:	
Property Current Use:	
Property Address or Location <i>(location if address unknown):</i>	
Map Tax Lot <small>(Township, Range, Section, Tax lot number):</small>	
Closest Incorporated City:	
Property County:	
Property Description:	

Other Real Property Assets attached to this property: *Check all that apply:*

- | | | | | |
|-----------------------------------|-----------------------------------|-----------------------------------|--|---|
| <input type="checkbox"/> Water | <input type="checkbox"/> Wetlands | <input type="checkbox"/> Fish | <input type="checkbox"/> Public Access | <input type="checkbox"/> Hazardous Material |
| <input type="checkbox"/> Minerals | <input type="checkbox"/> Timber | <input type="checkbox"/> Wildlife | <input type="checkbox"/> Improvements | <input type="checkbox"/> Restrictions |

What is the Property Zoned?	
Contact Person:	
Phone Number:	
Comments:	

Map Attached: Yes
 No

Note: A public comment opportunity is required when the real property has an appraised market value exceeding \$100,000 before property can be disposed of to a private entity according to ORS 270.105.

Signature: _____ **Date:** _____

Title / Agency: _____

Return form to: res.info@das.oregon.gov

Enterprise Asset Management, Real Estate Services
Department of Administrative Services
1225 Ferry St SE U100, Salem OR 97301-4281

Please E-mail:

res.info@das.oregon.gov

and

cc: elaine.g.schacher@das.oregon.gov

A responding entity is expected to enter into a Pre-purchase Agreement or Memorandum of Understanding with the offering agency within 60 days of responding to this notice.