**PROPERTY MANAGEMENT MANUAL UPDATE  
06/23/2011**

The new manual is available on the Office's website at <http://www.dot.state.oh.us/Divisions/ProdMgt/RealEstate/Pages/Manuals.aspx>.

Please review and familiarize yourself with the new manual as there are multiple changes. Many of the changes reflect the transition of the Region Offices to the District Offices. Additionally, some of the manuals sections have been combined. There are now only three sections. Sections 7100 covers leasing, section 7200 covers building disposition and section 7300 covers property disposal. There is also some important policy changes dealing with disposal of excess right of way, vacation and modification of limited access included in section 7300. If you have any questions, please contact me.

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