March 6, 2017

Ms. Mary Mertz , Director  
Ohio Department of Natural Resources

2045 Morse Road, Building D

Columbus, Ohio 43229-6693

RE: Vacation of Excess Land Parcel XXX Located In (Insert Name) Township, Section XX in (Insert Name) County, Ohio

Dear Director Mertz,

A request has been received to vacate the excess land parcel in the above referenced area. The District has determined that the parcel containing approximately XXX acres, more or less is not needed for future highway purposes and therefore can be disposed of.

Therefore pursuant to Section 5501.45 and/or 5511.07 of the Ohio Revised Code, the Department is sending this parcel for your review. If ODNR has a use for this parcel, please notify (Insert District REA's name and mailing address), in writing, within 14 calendar days of receiving this letter and the District will contact you. However, if written confirmation is not received within the allotted time frame, then ODOT will proceed with the disposal of this parcel.

Please contact me at Insert the DREA's phone number if you have any questions or concerns.

Respectfully,

(Insert Name)

District 00 Deputy Director

Enclosures

cc: File

Tara Paciorek

Ohio Department of Natural Resources

2045 Morse Road, Bldg. E-2

Columbus, Ohio 43229-6693