

LOCAL GOVERNMENT: DEKALB COUNTY
AVAILABILITY OF INCIDENTAL PAYMENTS: CLAIM FORM

PROJECT: South Peachtree Creek Briarcliff Heights Trail Connector **COUNTY:** DeKalb **PARCEL:** 18-157-02-005

NAME: DeKalb County Board of Education **PHONE:** _____ **DATE:** 06/03/2024

SOCIAL SECURITY # or FEIN# _____ **(include SS# for each property owner)**

PROPERTY ADDRESS: 1634 Knob Hill Drive, Atlanta, Ga. 30329

MAILING ADDRESS: 1701 Mountain Industrial Blvd, Stone Mountain Ga. 30083

This is to advise you that due to the acquisition of the above project and parcel, you are eligible for reimbursement for expenses you may have incurred due to the Local Government's purchasing your property. These expenses may include: 1. Pro-rata portion of taxes, and 2. Survey work. Pro-rata tax deductions are normally handled at closing on a total acquisition situation. However, if they are not, or in the event of condemnation, it will be **your** responsibility to provide to the Local Government copies of your paid receipt(s) as described in Property Tax Payments section below.

1. Property Tax Payments are handled as follows:

- A. For Total Acquisition of your property,** a deduction for your pro-rata share of the taxes will be withheld at closing. Upon receipt of your property tax bill for the current year, you should immediately contact the Property Appraisal Department with this letter for more information (see address immediately below).
- B. For Partial Acquisition of your property,** the Local Government may reimburse you for the pro-rata share of taxes on the portion of property acquired by the Local Government. Upon receiving a copy of your paid tax bill receipt, contact the Property Appraisal Department. Paid property tax receipt(s) must be mailed with this letter to:

Local Government: DeKalb County – Property Appraisal Department
Address: Maloof Annex – 1300 Commerce Drive
City: Decatur, GA 30030
Phone: 404-371-0841
Email: www.dekalbcountyga.gov/property-appraisal/contact-us

2. Survey Work Reimbursements are handled as follows:

You may also be eligible for reimbursement for **reasonable** survey fees to re-establish **existing** property corner pins that were removed as a result of construction of the project. Your assigned Local Government Representative for survey incidental benefits is: Land Acquisition Department, DeKalb County Transportation Division, **at Phone:** 770-492-5261.

- (1) Contact your Local Government Representative **before** proceeding with survey; send estimate and obtain pre-approval.
- (2) Your Local Government Representative will need this completed claim form, survey estimate, and paid receipt in order to process your claim.

<u>Survey Pre-Approval: For Local Government Use Only</u>		
Survey Estimate Amt: \$ _____	Date of Estimate: _____	Survey Reimbursement Amt Approved: \$ _____
Pre-Approved Signature (for Reimbursement): _____, Local Government Representative		

In order to file claim for payment of the above expenses, you must have paid receipt(s) to support your claim and you must file within eighteen (18) months of the date your property was acquired, except survey fees, which must be filed within six (6) months after construction on the project is completed.

Sincerely,
Local Government Representative/Land Acquisition
Public Works – Transportation Division
1950 W. Exchange Place, 4th Floor
Tucker, GA 30084