

**OHIO DEPARTMENT OF NATURAL RESOURCES
CANAL REAL ESTATE WORK REQUEST**

Section 1: Initiating Division Action

Division Work Request # : _____

Division: _____ Name of area: M&E/O&E _____

Division Contact: _____ Contact Phone Number: _____

Type of Real Estate Action Required _____ County: _____

Grantee/Lessee Name: _____ Phone: _____

Grantee/Lessee's Address: _____

If a conveyance, attach the Canal Lands Review Form.

Is the proposed conveyance/lease under 1 acre? Yes No

Approximate Acres/Sq.Ft. _____

Description of services needed: _____

Are there any environmental issues on property? Yes, (attach explanation) No Unknown

Are there structures on property Yes No Explain _____

Does the property or building have historic significance? Yes No

If sale or transfer, has the criteria been applied to parcel? Yes No

GIVE JUSTIFICATION FOR LAND CONVEYANCE OR ACTIVITY:

Attachments: Description/Diagram Tax Maps Request/Letter Owner Information Other

Is proposed conveyance/lease part of a division/community/state master plan? Yes No N/A

Project Priority: High Medium Low

Approved: _____

Division Chief

Date: _____

Section 2: Administration

Approved: _____

Deputy Director

Date: _____

Section 3: REALM Real Estate Section

Approved: _____

Real Estate Administrator

REALM Use Only

File #: _____

Date: _____

Section 4: REALM Administration

Approved: _____

Chief, Division of REALM

Date: _____