

Letter for a Complete ROW Application Template

UNITED STATES DEPARTMENT OF THE INTERIOR BUREAU OF INDIAN AFFAIRS

Region/Agency
Address
City, State, Zip Code

Applicant Name
Address
City, State, Zip Code

Dear Applicant:

On **[date received]**, we received your request for review and approval of a proposed **[easement type]** between _____, Grantor, and _____, Grantee for a term of _____ years.

Upon our preliminary review, you have provided a complete package including all the information and supporting document required by 25 CFR 169.102.

This notice of a complete package starts the **sixty (60)** day review timeframe whereby we must make a decision on the right-of-way application, including whether the application is in the best interest of the landowner(s)/Tribe. Within 60 days from the date of this letter, you will be notified in writing of our determination to grant or deny the right-of-way, return the package for revision, or be advised that we need additional review time.

Please note, once a determination has been made, pursuant to 25 CFR 169.115, payment is due at the time specified in the grant, regardless of whether the Grantee receives an advance billing or other notice that a payment is due.

We thank you for your submission and look forward to working with you. If you have any questions regarding this matter, please contact **[Name]**, **[Title]**, at **[phone number]**.

Sincerely,

Realty Specialist or Realty Officer