

**Schedule A**

**Payment of Moving Costs – Residential**

(Under Sec. 202, P.L.91-646, as amended)

**Section 1 – To Be Completed By Claimant**

1. NAME:

2. PROJECT/TRACT:

3. TYPE OF  
PAYMENT  
CLAIMED:

FIXED PAYMENT  
  
\$ \_\_\_\_\_

REIMBURSEMENT FOR ACTUAL EXPENSE  
(Complete item 4 including storage costs if applicable)

SUPPLEMENTARY CLAIM FOR  
REIMBURSEMENT OF STORAGE  
COSTS (Complete item 5)

4. ACTUAL MOVING EXPENSES (Supported by receipts bills for labor and equipment.)  
(See reverse for allowable/non-allowable)

ITEM	AMOUNT CLAIMED	FOR AGENCY USE ONLY
MOVING COSTS	\$ _____	\$ _____
TRANSPORTATION COSTS-FAMILIES AND INDIVIDUALS (if any)	\$ _____	\$ _____
COST OF INSURANCE COVERING MOVE AND/OR STORAGE	\$ _____	\$ _____
STORAGE COSTS (Complete item 5)	\$ _____	\$ _____
OTHER (Explain on reverse under remarks)	\$ _____	\$ _____
TOTAL AMOUNT OF CLAIM	\$ _____	\$ _____
AMOUNT OF ADVANCE PAYMENT(S) RECEIVED (if any)	\$ _____	\$ _____
TOTAL AMOUNT (less advance, if any)	\$ _____	\$ _____

5. CLAIM FOR STORAGE COSTS: (Complete only if personal property was moved to or from storage)

TYPE OF CLAIM: INITIAL  SUPPLEMENTARY  FINAL  DATE PROPERTY WAS MOVED  
TO STORAGE: \_\_\_\_\_  
FROM STORAGE: \_\_\_\_\_

STORAGE PERIOD: NUMBER OF MONTHS \_\_\_\_\_, ARE THE NUMBER OF MONTHS ACTUAL  OR: ESTIMATED

STORAGE COSTS: TOTAL COST INCURRED AMOUNT PREVIOUSLY RECEIVED TOTAL AMOUNT  
\$ \_\_\_\_\_ - \$ \_\_\_\_\_ = \$ \_\_\_\_\_

6. METHOD OF PAYMENT: (Check one)

- I (We) request the fixed payment.
- I (We) have paid the moving costs itemized above and, therefore, request reimbursement.
- I (We) have not paid the moving costs itemized above and, therefore, request payment be made directly to the mover and/or storage company or other contractors, in accordance with arrangements made in advance, and with my (our) consent, between the agency and the mover and/or storage company or other contractors.
- I (We) hereby request and authorize the moving costs to be incurred, be paid directly to the mover and/or storage company or other contractors, in accordance with arrangements made at this time, and with my (our) consent, between the agency and the mover and/or storage company or other contractors.

7.


SIGNATURE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

**Section 2 – To Be Completed By Agency**

MOVING EXPENSE: \$ \_\_\_\_\_  
 ADVANCE RECEIVED: \$ \_\_\_\_\_   
 TOTAL AMOUNT: \$ \_\_\_\_\_

PAYMENT AMOUNT	SIGNATURE	TITLE	DATE
RECOMMENDED: _____	_____	_____	_____
APPROVED: _____	_____	_____	_____
FBMS INVOICE NO.: _____			

REMARKS:

**ALLOWABLE MOVING EXPENSES**

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| <ol style="list-style-type: none"> <li>1. Transportation of individuals, families, and personal property from the acquired site to the replacement site not to exceed 50 miles, except where the displacing agency determines that relocation beyond this 50 mile area is justified.</li> <li>2. Packing and unpacking, crating and uncrating of personal property.</li> <li>3. Disconnecting, dismantling, removing, reassembling, and reinstalling relocated household appliances, and other personal property.</li> <li>4. Storage of personal property for a period not to exceed 12 months, unless the agency determines that a longer period is necessary.</li> <li>5. Insurance for the replacement value of the property in connection with the move and necessary storage.</li> <li>6. The replacement value of property lost, stolen, or damaged in the process of moving (not through the fault or negligence of the displaced person, his or her agent, or employee) where insurance covering such loss, theft or damage is not reasonably available.</li> </ol> | <ol style="list-style-type: none"> <li>7. The reasonable cost of disassembling, moving, and reassembling any appurtenances attached to a mobile home, such as porches, decks, skirting, and awnings, which were not acquired, anchoring of the unit, and utility "hookup" charges.</li> <li>8. The reasonable cost of repairs and/or modifications so that a mobile home can be moved and/or made decent, safe, and sanitary.</li> <li>9. The cost of a nonrefundable mobile home park entrance fee, to the extent it does not exceed the fee at a comparable mobile home park, if the person is displaced from a mobile home park or it is determined that payment of the fee is necessary to effect relocation.</li> <li>10. Other moving-related expenses that are not listed as ineligible under Non-allowable Moving Expenses, as the Agency determines to be reasonable and necessary.</li> </ol> |
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**NON-ALLOWABLE MOVING EXPENSES**

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| <ol style="list-style-type: none"> <li>1. Cost of moving structures or other real property improvements in which the displaced person reserved ownership.</li> <li>2. Interest on loan to cover moving expenses.</li> <li>3. Additional expenses incurred because of living in a new location.</li> <li>4. Personal injury</li> <li>5. Any legal fee or other cost for preparing a claim for relocation payment or for representing the claimant before the agency.</li> </ol> | <ol style="list-style-type: none"> <li>6. Expenses for searching for a replacement dwelling.</li> <li>7. Physical changes to the real property at the replacement location.</li> <li>8. Costs for storage of personal property on real property already owned or leased by the displaced person.</li> <li>9. Refundable security and utility deposits.</li> </ol> |
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