

Missouri Department of Transportation  
David B. Nichols, Director

573.751.2551  
Fax: 573.751.6555  
1.888.ASK MODOT (275.6636)

[DATE]

[OWNER NAME]  
[OWNER ADDRESS]  
[OWNER CITY], [OWNER STATE] [OWNER ZIP]

RE: Transaction [PERMIT NUMBER]  
[COUNTY] County, [ROUTE]

Dear [OWNER CONTACT]:

The Federal Highway Beautification Act of 1965 requires the Missouri Department of Transportation to enforce outdoor advertising rules and regulations adjacent to the National Highway system (NHS) and federal-aid primary highways. The latest federal transportation reauthorization act, Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP 21), modified the routes that are considered part of the NHS and regulated for outdoor advertising. [ROUTE] in [COUNTY] County is now considered part of the NHS and is subject to the rules and regulations regarding outdoor advertising.

It has been determined that your sign advertising “[ADV MESSAGE]” located along [ROUTE] requires a permit. Enclosed please find an application along with a brochure explaining the laws governing outdoor advertising. Please complete the application and return it along with the \$200.00 application fee and required documentation within thirty (30) days. If you do not wish to permit this sign, it must be removed in its entirety within the next thirty (30) days.

Please be advised that a permit is required prior to the erection of any new off premises advertising located along this route. Please log onto [http://www.modot.org/business/Outdoor\\_Advertising](http://www.modot.org/business/Outdoor_Advertising) to view a complete list of the regulated routes for outdoor advertising, along with the rules and regulations regarding outdoor advertising. If you have any questions, please contact me at [PHONE NUMBER].

Sincerely,

[PERMIT SPECIALIST]  
[PERMIT SPECIALIST TITLE]

Enclosures

[PHOTO]

