

Missouri  
Department  
of Transportation



Springfield Area District  
3025 East Kearney  
M.P.O. Box 868  
Springfield, MO 65801  
(417) 895-7600  
Fax (417) 895-7533  
Toll free 1-888 ASK MODOT  
www.modot.org

[Date]

[Land Owner Name]

[Land Address]

[Land City], [Land State] [Land Zip]

RE: Permit [Permit Number]  
[County] County, [Route]

Dear [Land Owner Contact]:

Enclosed please find a Notice to Remove Outdoor Advertising regarding permit [Permit Number]. Below is a photograph of the sign for your reference.

For additional information regarding outdoor advertising rules and regulations, please log onto [http://www.modot.org/business/Outdoor\\_Advertising](http://www.modot.org/business/Outdoor_Advertising). If you have any questions, please contact me at [Phone Number].

Sincerely,

[Permit Specialist]

[Permit Specialist Title]

Enclosure(s)

