

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: Permit [PERMIT NUMBER]
[COUNTY] County, [ROUTE]

Dear [OWNER CONTACT]:

A recent inspection of [ROUTE] in [COUNTY] County indicated that the conforming out of standard sign for permit [PERMIT NUMBER] has been damaged more than fifty percent, which would require it to be substantially rebuilt.

Section 226.541.1 (5), RSMo
“Substantially rebuilt”, any reconstruction or repair of a sign that requires the replacement of more than fifty percent of the sign structure’s support poles in a twelve-month period.

Please take measures to clean up this sign location. Once the sign has been removed in its entirety, please contact me so that the permit can be released. This letter is provided to you in an attempt to avoid the loss of time, money or efforts in substantially rebuilding this conforming out of standard sign.

For additional information regarding outdoor advertising rules and regulations, please log onto http://www.modot.org/business/Outdoor_Advertising. If you have any questions, please contact me at [PHONE NUMBER].

Sincerely,

[PERMIT SPECIALIST]
[PERMIT SPECIALIST TITLE]

Copy: [LAND OWNER NAME]

