

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 nonconforming sign for permit [PERMIT NUMBER] has become “deteriorated or damaged” as defined under 7 CSR 10-6.060 (2) (D) (1).

A deteriorated or damaged nonconforming sign is a sign upon which more than fifty percent (50%) of the support pole(s) have been damaged or replaced within a twelve (12) month period. A deteriorated or damaged nonconforming sign shall be considered unlawful and any permit issued by the commission for the sign shall be voided and the fee shall be retained by the commission.

Please remove the sign in its entirety for permit [PERMIT NUMBER] within thirty (30) days. Violation of 7 CSR 10-6.060 (3) (D) (1) may result in MoDOT’s issuance of a Notice to Terminate Nonconforming Outdoor Advertising, which would seek the sign’s removal without compensation pursuant to 7 CSR 10-6.060 (3) (G). This letter is provided to you in an attempt to avoid the loss of time, money or efforts in repairing this nonconforming sign after it became “deteriorated or damaged.”

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]

Copy: [LAND OWNER NAME]

