

STATE OF NEBRASKA
AS/STATE BUILDING DIVISION
VACANT BUILDING AND EXCESS LAND COMMITTEE



Date: Requesting Agency:
Agency Contact Name: Agency Contact Phone:

Please complete at least one Reason for Request section below, as applicable.

1. Reason for Request: To allow for the demolition and/or removal at the cost of the requesting agency.
Location of structure(s): Inventory Number:
 The requesting agency certifies that the existing building or structure is vacant or unused; and, requesting agency has no known plan for the use of this building or structure for the next fiscal year.
Reason for request for demolition and/or removal:
Pictures Enclosed Yes No

2. Reason for Request: To issue a Temporary or Permanent Utility Easement.
Grantee Name:
Location: Inventory Number:
 Permanent Easement
 Temporary Easement
Description of Easement:
Reason for this Easement:

3. Reason for Request: To transfer responsibility and control of a tract of land, building and/or structure with no known future use plan of requesting agency to the VBEL Committee for consideration as excess or vacant.
Location of structure(s) (City or Campus):
Name of Building:
Inventory Number: Pictures Enclosed Yes No
Notice to Agency: When requesting transfer of a tract of land, building or facility, the requesting agency certifies that the existing land, building or structure is vacant in that it is unoccupied and unused, and the requesting agency has no known plan for the future use of this land, building or facility for the next fiscal year; and, the requesting agency certifies that the land on which the building/structure exists is in excess to its needs.
Please submit, along with this request, a drawing/map illustrating the borders to the excess land on which this building or structure rests.
Regarding the building or structure, the requesting agency recommends
 Demolition
 Sale
 Lease
 Other:

APPROVED:

Requesting Agency Director's Signature

Date