



THRUWAY REAL PROPERTY APPLICATION

Please type or print all entries.

The undersigned hereby requests that the New York State Thruway Authority (Authority) consider the following transaction:

Sale Lease Grant of Easement Release of Easement Other (please specify) _____

- County (include location map): _____
- Municipality: _____
- Corridor Milepost (±): _____
- Dimensions (±): _____
- Area (±): _____
- Intended Use of Property: _____
- Tax Map No. of Adjoining Property (include map): _____

THIS APPLICATION IS SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:

1. **Application Fee:** A check in the amount of \$95.00, made payable to the "New York State Thruway Authority", shall be remitted to the Authority with this Application. The fee shall be retained regardless of whether or not the proposed transaction proceeds.
2. **Authority Discretion:** The Authority shall have full discretion to determine whether or not to proceed with the proposed transaction, as well as to determine all terms and conditions under which such transaction may proceed.
3. **Survey:** If the Application is progressed, the Applicant, at his/her/its own expense, shall be responsible for having a field survey conducted and a map prepared to Authority-approved specifications and certified to the Authority and provide the Authority with proof of payment for services rendered; however, if at its option, the Authority assumes such responsibility for completing the survey and map, the Applicant shall be responsible for all costs. Once the actual survey costs are determined, the Applicant shall be notified of the costs and payment will be required before the survey is obtained by the Authority. Survey costs will be refunded or the Applicant will be reimbursed for reasonable survey costs, whichever is applicable, only if: (1) the proposed transaction is not advanced or authorized by the Authority, due to no fault of the Applicant; or (2) the property is offered via a competitive process, the Applicant submits a qualified bid, i.e., one that meets the process specifications, and the Applicant is not the successful bidder approved by the Authority Board.
4. **Appraisal:** For disposals of real property, independent appraisal(s) will be required. When the Authority assumes responsibility for getting the appraisal(s), it will notify the Applicant of the costs and payment will be required before the appraisal(s) are obtained by the Authority. The appraisal(s) shall be the sole property of the Authority. In limited circumstances, the Authority may determine that the Applicant, at his/her/its own expense, may have the appraisal conducted and the appraisal report prepared to Authority-approved specifications. In that event, the Applicant must promptly provide the Authority with proof of payment for services rendered. Appraisal costs will be refunded or the Applicant will be reimbursed for reasonable appraisal costs, whichever is applicable, only if: (1) the proposed transaction is not advanced or authorized by the Authority, due to no fault of the Applicant; or (2) the property is offered via a competitive process, the Applicant submits a qualified bid, i.e., one that meets the process specifications, and the Applicant is not the successful bidder approved by the Authority Board.
5. **Transfer Costs:** If the transaction is finalized, the Applicant shall pay, at the time of closing, any and all transfer costs, including but not limited to, taxes and recording fees.
6. **Property-Alteration Costs:** If the transaction is finalized the Applicant shall pay all costs associated with relocating any existing physical improvements, including but not limited to, fences, guide/guard rails, and utilities.
7. **Environmental Assessment:** The Applicant, in conjunction with the filing of this Application, must complete and sign Part 1 of the attached Short Environmental Assessment Form (SEAF) pursuant to the State Environmental Quality Review Act. At the Authority's discretion, the Applicant may be required to complete a Full Environmental Assessment Form (FEAF). Applicants can contact the Authority if they require assistance in completing the SEAF or FEAF.
8. **New York State Finance Law Sections 139-j and 139-k:** The Applicant must complete and submit the attached New York State Finance Law Sections 139-j and 139-k Disclosure of Prior Non-Responsibility Determinations (TA-W3053-9) with this Application. This form is also available under the Real Property section of the Authority's website at www.thruway.ny.gov or from Division Offices (see page 2).
9. **Inappropriate Lobbying:** The Applicant must complete and submit the attached Certificate of Compliance with the Authority/ Corporation Guidelines Regarding Permissible Contacts During a Procurement and the Prohibition of Inappropriate Lobbying Influence (TA-W2111-9) with this Application. This form is also available under the Real Property section of the Authority's website at www.thruway.ny.gov or from Division Offices (see page 2).
10. **Vendor Responsibility:** The Applicant must complete and submit the attached Vendor Responsibility Questionnaire (TA-W3205-9) with this Application. This form is also available under the Real Property section of the Authority's website at www.thruway.ny.gov or from Division Offices (see page 2).
11. **Application Approval Process:** The Application approval process requires that the proposed transaction be reviewed internally. Approval by the Authority Board is necessary for this transaction to advance. In addition, approvals may be needed by the New York State Attorney General and the New York State Office of the State Comptroller.

THRUWAY REAL PROPERTY APPLICATION

APPLICANT INFORMATION

Status (check one): Individual(s) Business Organization(s) Specify: _____
 Governmental Entity(ies) Other(s) Specify: _____

Name Name

Address Address

() - () -
Daytime Phone No. E-mail Address Daytime Phone No. E-mail Address

Authorized Representative (for other than individual status, only) Authorized Representative (for other than individual status, only)

Title (for other than individual status, only) Title (for other than individual status, only)

APPLICANT AFFIRMATION/CERTIFICATION

I/We affirm that I/we have read and understand, and I/we agree to, all of the foregoing provisions of this Application, and certify that all information I/we provided to the Authority, including but not limited to, that related to the New York State Finance Law Sections 139-j and 139-k, is complete, true and accurate.

Signature Date

Signature Date

SUBMIT APPLICATIONS TO THE APPROPRIATE THRUWAY AUTHORITY PERMIT OFFICE

DIVISION	HIGHWAY SECTIONS	DIVISION MILEPOST LIMITS
New York	New York (Mainline) • Garden State Parkway Connection • New England Section • I-287 Cross Westchester	0.00 - 76.50 GS 0.00 - GS 2.40 NE 0.17 - NE 15.01 CWE 0.00 - CWE 10.90
Albany	Albany (Mainline) • Berkshire Section	76.50 - 197.90 B 0.00 - B 24.28
Syracuse	Syracuse (Mainline)	197.90 - 350.60
Buffalo	Buffalo (Mainline) • Niagara Section	350.60 - 496.00 N 0.00 - N 21.50

ADDRESSES AND TELEPHONE NUMBERS

NYS Thruway Authority New York Division Division Permit Coordinator 4 Executive Blvd. Suffern, NY 10901 Phone: (845) 918-2510 Fax: (845) 918-2596	NYS Thruway Authority Albany Division Division Permit Coordinator P.O. Box 861 Albany, NY 12201-0861 Phone: (518) 436-2710 Fax: (518) 436-2932	NYS Thruway Authority Syracuse Division Division Permit Coordinator 290 Elwood Davis Rd., Suite 250 Liverpool, NY 13088-2118 Phone: (315) 438-2420 Fax: (315) 461-0765	NYS Thruway Authority Buffalo Division Division Permit Coordinator 455 Cayuga Rd., Suite 800 Cheektowaga, NY 14225 Phone: (716) 631-9017 Fax: (716) 626-5362
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Overnight mail address:
Route 9W, Interchange 23
Bldg. 1
Albany, NY 12209