

# **Oxford Houses of Oregon**

**"Opening Doors to a New Way of Life"**



**PO Box 66699 Portland, OR ♦ 97290-6699**

## **Abandoned Property Notice**

**DATE:**\_\_\_\_\_ **TENANT(S):**\_\_\_\_\_ **et al.**

**ADDRESS:**\_\_\_\_\_

**CITY:**\_\_\_\_\_ **STATE:**\_\_\_\_\_ **ZIP:**\_\_\_\_\_

This is to inform you that \_\_\_\_\_ Oxford House is in possession of property belonging to you.

Please contact the \_\_\_\_\_ Oxford House immediately to arrange for the removal of your property. You have 5 days to contact us to arrange the removal of your property. If you fail to remove your property in a timely manner (within 15 days of end of the aforementioned contact period) we will dispose of it according to Oregon Law.

We have determined that the current fair market value of the property is \$1000.00 or less or so low that the cost of storage and conducting a public sale probably exceeds the amount that would be realized from the sale and intends to destroy or otherwise dispose of the personal property if it is not claimed.

If you claim the property within the time provided we will make it available to you at reasonable times for removal without payment of any costs, charges or other sums. If you fail to contact us by the specified date, or after contact, fail to remove the personal property within fifteen days, we may sell or otherwise dispose of it.

Thank you for your cooperation.

### **SERVICE OF NOTICE AND EFFECTIVE DATE:**

- This notice has been served personally at \_\_\_\_\_ am/pm on \_\_\_\_\_ (date)
- This notice has been served by first class mail and the effective date is extended by four days including the date mailed.

**CONTACT PERSON:**\_\_\_\_\_

**ADDRESS:**\_\_\_\_\_

**TELEPHONE:**\_\_\_\_\_