

# Right-of-Way File Close-Out Checklist for Eminent Domain

Parcel Number: \_\_\_\_\_ Date of Closing: \_\_\_\_\_

Parcel Owner Name: \_\_\_\_\_

Parcel Agent: \_\_\_\_\_

**\_\_\_\_ Closed by ED/Litigation**

- \_\_\_\_ Petition/Amended Petition
- \_\_\_\_ Lis Pendens
- \_\_\_\_ Order & Oath Appointing Commissioners
- \_\_\_\_ Notice of Hearing
- \_\_\_\_ Special Commissioners Award
- \_\_\_\_ Notice of Deposit
- \_\_\_\_ Objections Filed (If Applicable)
- \_\_\_\_ Judgment in Absence of Objections
- \_\_\_\_ Agreed Judgment
- \_\_\_\_ Request for Disclosure/Request for Production (If Applicable)
- \_\_\_\_ Interrogatories/Responses (If Applicable)
- \_\_\_\_ Notice of Non-Jury Trial
- \_\_\_\_ Mediation Order
- \_\_\_\_ Notice of Non-Suit and Order for Dismissal (If Applicable)
- \_\_\_\_ Final Judgment
- \_\_\_\_ Title Insurance Policy

**ROW STAFF – QA/QC FILE CLOSE OUT INFORMATION**

Completed By: \_\_\_\_\_ Date: \_\_\_\_\_

Reviewed By: \_\_\_\_\_ Date: \_\_\_\_\_

Remarks: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_