



Proposal Guidelines for Bidding on Properties Owned by the Huntington Land Reuse Agency (HLRA)

In order to make an offer and potentially obtain a property owned by the Huntington land bank, the Huntington Land Reuse Agency is asking those interested to submit a one-page proposal no later than **one week** prior to the next meeting held by the HLRA. The one-page proposal should include the following:

- The full contact information of the person making the offer (mailing address, physical address, phone number, email).
- The address of the property of interest.
- A detailed explanation of plans for the property if the proposal is accepted.
- The amount of the bid being made on the property.
- The source of funding for the project.

Proposal may be submitted to Kiersten Rose, Demolition Specialist for the City of Huntington via the following methods:

- Via email at rosek@huntingtonwv.gov
- In person at the front desk of room L7 located in City Hall at 800 5th Avenue, Huntington, WV 25702

Should you have any questions, please contact Kiersten Rose either via email at rosek@huntingtonwv.gov or by phone at 304-696-5540 extension 2102.