

**Example Form Letter Requesting Waiver, from Local Government to District Engineer**

(date)

SUBJECT: Request for Waiver of Local Match Fund  
Participation Requirement on Federal  
Off-System Bridge Program Projects

County: Brazoria  
Projects: BR  
Roads: CR 200 at Pleasant Bayou,  
CR 171 (Avenue F) at Corner Bayou,  
NBI Nos.: 12-020-0-AA0860-001,  
12-020-0-AA0813-002,  
CSJs: 0912-31-348, 0912-31-349

Mr. Thomas G. Allbritton, P.E.  
Houston District Engineer  
Texas Department of Transportation  
P.O. Box 1386  
Houston, Texas 77251-1386

Dear Mr. Allbritton:

Under the provisions of Texas Administrative Code, Title 43, Section 15.55(d), this Local Government requests waiver of the local match fund participation requirement on the above referenced federal off-system bridge program projects referred to as the "participation-waived" projects. In return for waiver of this participation, it is proposed that our governing body perform, or cause to be performed, an equivalent dollar amount of structural improvement work on other deficient bridge(s) or deficient mainlane cross-drainage structure(s), referred to as "equivalent-match project(s)", within the jurisdiction of our governing body.

A copy of the appropriate required resolution adopted by our governing body is attached.

(signature block of chief executive officer of local  
government or other official as appropriate and  
name of local government)

Attachment: Resolution

\*\*\*\*\*

**For TxDOT Use Only**

\_\_\_\_\_ Waiver Approved  
\_\_\_\_\_ Waiver Disapproved

\_\_\_\_\_  
District Engineer