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(Distribution: to all Reloca tion Center papers)
PROPERTY INFORMATION (NO.1).

EVACUEE PROPERTY
PROGRAM INFORMATION

(From time to time announcements have been made as to specific kinds of assistance offered by the Evacuee Property Office of the War Relocation Authority. Following is the first of a series of five articles condensing previous information and giving additional information to help each evacuee understand better how the evacuee property program operates. The articles will explain the services and limitations of the program and should aid the individual evacuee in finding solutions for his property problems. Cut out these articles and save them for further reference.)

NO.1 GENERAL
INFORMATION

MANY SERVICES

The Evacuee Property Officer offers many and varied services to the evacuee and acts as intermediary or "middleman" in all property problems.

While its functions necessarily are limited, there are many ways in which the Property Office can be of service.

For example, it can arrange for the sale of any property, either real or personal, which the evacuee may wish to sell. It can arrange for the leasing or renting of business, residential or farm properties, assist in collection of obligations in the form of bills, mortgages, or other type of debts where such collections can be made without having to take legal action.

The Property Office can attempt the settlement of disputes arising from contracts or agreements between evacuees and residents of the evacuated area; it can investigate and report on the conditions of properties, personal effects, etc., and can, where court action is not involved, dispose of problems connected with the business or property interests of the evacuee.

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PROPERTY INFORMATION (NO. 1)

However, no such action will be taken without the approval and consent of the evacuee and the evacuee should remember to make all requests for aid on property problems on WRA Form 153 or 153A .

PERSONAL, COMMERCIAL PROPERTY

In addition to the above, the Property Office can arrange for the picking up and storage of personal or commercial property of the evacuee.

As was stated before, functions of the office are limited. For example, the Property Office cannot assume responsibility for accepting or rejecting bids for property. No sale will be made through the office until a definite offer has been made to the evacuee and his acceptance of the offer has been received in writing by the Property Office. The evacuee, of course, is required personally to sign any legal documents required to complete the transaction.

(Next: How the Property Office can
help the evacuee with the sale of
real estate and personal property.)

PROPERTY INFORMATION (NO.2)
(second of a series)

EVACUEE PROPERTY
PROGRAM INFORMATION

(This is the second of a series of five articles dealing with the services and limitations of the evacuee property program.)

NO. 2 REAL ESTATE
PERSONAL

What about sale of real estate? What information must the evacuee give the Property Office in order to get speedy action?

Full information concerning the property should always be provided by the evacuee. He must supply the exact geographical location as well as a legal description of the property involved, should state by whom the title is held and whether the owner is single or married. If the property is jointly owned by several persons, he must supply authorization for the sale from all of them.

The evacuee should supply full information about the amount of annual taxes of various sorts levied against the property, the amount and type of mortgage and the terms of the mortgage; the balance due on any type of lien or other encumbrance involving the property in question and the status of the title and whether or not a title insurance policy is held by the owner. The evacuee should also state whether fire or other types of insurance are carried and give full particulars including the name of the company, the amount and the expiration date.

REALTY REQUIREMENTS

Most real estate sales are normally made through licensed real estate brokers, of course, and the brokers are entitled to a commission on sales. While the customary fee is 5 percent, the amount of the commission may vary in certain communities or localities.

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2-PROPERTY INFORMATION (NO.2)

Because of the Alien Land Law, title companies require a birth certificate from the owner if he is of Japanese ancestry and so each evacuee must supply one with his request for sale of real estate.

if the evacuee has a birth certificate, he should file the original or a certified copy with the request for sale. An evacuee who has no birth certificate can write for one to the recorder of the county in which he was born. The usual fee charged by the county is \$1.00. If the evacuee wishes the Property Office to get a certificate for him, he should give the Property Office his date of birth, the name of the city and county in which he was born and the necessary fee.

Various communities have different customs with regard to title company charges for the search. In all cases the seller pays for the recording of the release of a lien. It is also customary for taxes, insurance and rentals to be prorated as of the date of sale of property.

If the property to be sold has been leased, a copy of the existing lease should be provided to the Property Office. If one is not available, the evacuee should supply information about the lease, including the name of the tenant, period of the lease, rate of rental, whether there are any special conditions and whether there is a cancellation clause in the lease.

PERSONAL PROPERTY

Complete and accurate descriptions of personal property to be sold, such as refrigerators, sewing machines, furniture, etc., must be given to the Property Office so that there will be no errors or misunderstandings. The evacuee should supply the location and name of the custodian of such property as well as information about storage charges and how they are to be paid. If the property to be sold is not completely paid for, the evacuee must inform the property office the amount owed and the name of the firm to which it is owed.

3-PROPERTY INFORMATION (NO. 2)

It is desirable that the evacuee place a reasonable price on the articles to be sold, or he may request that bids be obtained. In either event no sale will be made without specific authorization of the property owner.

(Next: How the Property Office
can aid the evacuee with auto
sales.)

PROPERTY INFORMATION (No. 3)
(third of a series)

EVACUEE PROPERTY
PROGRAM INFORMATION

(This is the third of a series of five articles dealing with the services and limitations of the evacuee property program.)

Requests to the Property Office by evacuees who wish to sell their autos or trucks must be accompanied by ownership and registration certificates signed by the owner of the vehicle. If the evacuee does not have the certificates he should then make out an "Application for Duplicate Ownership Certificates." In such a case, he must be sure that the application for it is made out in the same name as the original.

NO. 3 AUTOS
AND TRUCKS

An evacuee wishing to sell an auto or truck which has not been in use since evacuation (but which has been in storage) should provide an "Affidavit of Non-Operation". The evacuee should write to the custodian of the truck or auto in storage and authorize him to allow the WRA to inspect and remove the car when it is sold. In cases where the vehicle is being used by the custodian, arrangements for its release should also be made by the evacuee.

CARS IN STORAGE

The evacuee-seller should understand that cars in storage usually require some servicing such as a battery recharge or a new battery. Therefore it is necessary that the evacuee provide funds for placing the car in usable condition so it can be demonstrated to prospective buyers. If a car is to be sold "as is" without any repair work, a top price cannot be obtained.

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2. PROPERTY INFORMATION (NO.3)
(third of a series)

Evacuees should understand, that later models bring higher prices but that there are OPA price ceilings which cannot be violated.

The evacuee should provide the Property Office with information as to storage charges, if any, and if they or any other charges exist, they must be paid before the car is put up for sale.

The evacuee must remember that the WRA is not able to obtain or provide drivers to move evacuee-owned vehicles from the military area. It is the responsibility of the evacuee to hire the driver and arrange for his pay.

Under OPA regulations, ration boards are authorized to provide special rations of gasoline for the removal of automobiles from one part of the country to another when a legal change of residence occurs. Only the owner or authorized driver may apply for supplemental gasoline. The driver should also be authorized in writing to obtain the car from its place of storage and to sign the necessary papers to obtain gasoline rations .

The Office of Defense Transportation will not authorize gasoline rations for a trip of more than two hundred miles for trucks or pick-up trucks and the evacuee usually has to arrange to have his truck shipped to him by rail if the distance is over the 200 mile limit.

(How can an evacuee go about collecting debts?

How can he arrange to lease or rent properties?

The next article will tell how the Property

Office can aid him. Watch for it.)

PROPERTY INFORMATION (NO.4)
(fourth of a series)

EVACUEE PROPERTY
PROGRAM INFORMATION

(Here is the fourth of a series of five articles dealing with the services and limitations of the evacuee property program.)

NO. 4 DEBTS,
NOTES, LEASES
MORTGAGES

Evacuees who wish to collect debts owed them may do so with the aid of the Property Office if they will supply complete information to that office.

The date of the note or the date the debt was made; explanation of how and for what the debt was made (for work done, goods purchased, etc.); the original amount of the debt, rate of interest and the plan of repayment agreed upon; the balance due, name and address of the debtor; and any evidence of the debt, such as a note, mortgage, purchase contract, etc., should be given to the Property Office to speed collection.

ACCURATE DESCRIPTION

Where an evacuee wishes to rent or lease property he should supply the Property Office with an accurate description and the location of the property. He should specify rental rates but must keep in mind that OPA rent ceilings may apply and that where they exist rental rates cannot be raised unless proper authorization from the OPA is given. Such permission is usually hard to get. Complete details about the terms of leases, length of lease desired and other special terms should be given to the Property Office.

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2-PROPERTY INFORMATION (NO.4)

In cases where farm land is to be rented out or leased, it is important that the evacuee supply the Property Office with complete details about irrigation assessments, electricity bills, water district taxes, methods of determining shares when share rent is desired, use of farm equipment left on the farm, building insurance as well as the evacuee's desires regarding all other leasing specifications.

Dates for payment of rent and expiration of leases should be specified to the Property Office. The Property Office can also help the evacuee in handling matters such as inspection of property, fire insurance, vandalism and pilferage.

Evacuees should understand that as long as the military exclusion order remains in effect the WRA will provide storage space for property left in the evacuated area or left in a center by an evacuee who either relocates or is inducted into the armed forces.

On the other hand the WRA cannot assume responsibility for the storage or care of a relocated evacuee's property at the point of relocation. This includes property of evacuees who were inducted after relocation. The WRA will, however, assist in moving the household, personal and commercial property of evacuees going out on indefinite leave from a relocation center.

Any evacuee inducted into the armed services and who wants the WRA to store property he has left in a relocation center or on the West Coast should designate some person to represent him in dealing with the WRA.

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3-PROPERTY INFORMATION (NO.4)

PICKUP FORM

Any evacuee wishing to have personal or commercial property picked up and stored must fill out Form WRA-155. The form must be filled out, signed and witnessed. It must be signed by the owner or for him by someone who holds power of attorney.

Evacuees who wish property stored by them in a commercial warehouse or in private storage transferred to a WRA warehouse must pay storage costs that have accrued before the WRA can move such property to a WRA warehouse. Warehousing receipts must be supplied by the evacuee.

The WRA maintains warehouses at Seattle, Portland, Sacramento, Stockton, Fresno, Watsonville, Los Angeles and San Francisco for storing evacuee property.

(Next: the shipment of personal and
commercial property.)

PROPERTY INFORMATION (NO. 5)
(fifth of a series)

EVACUEE PROPERTY
PROGRAM INFORMATION

(This is the concluding article in a series of five dealing with the services and limitations of the evacuee property program.)

An evacuee who wishes to arrange for shipment of personal property must request such shipment by filling out Form WRA-156, signing it and having the signature witnessed. Complete information should be given on the form.

NO. 5 SHIPPING
PROPERTY

Evacuees are entitled to free shipment of their household or personal effects from the original point of storage to a center or a point of relocation or, if they already have them in a center, to a point of relocation from the center. Evacuees wishing to have personal property shipped from a center to the point of relocation should make their requests to the Project Director of the project from which they moved.

The WRA will furnish help to the evacuee to get information on transportation costs when the evacuee wishes to have a private company ship his property. Request for such help should be made on Form WRA-153.

In the matter of shipping commercial property, the Property Office will help the evacuee arrange for shipment to any point he desires but the cost of shipment, including packing, crating, loading, etc., must be paid by the evacuee.

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PROPERTY INFORMATION (NO. 5)

However, the WRA will pay for shipment to points of relocation tools and equipment of an evacuee's trade, business or profession, including farm machinery and equipment sufficient for a family-sized venture (but not over 5000 pounds shipping weight per family) if the Relocation Officer in the community in which the evacuee relocates or intends to relocate will certify that the use of such tools, equipment or fixture is necessary to the evacuee's successful relocation and that they cannot be replaced locally at the time because of wartime shortages.

All shipments must be made by freight unless the items are difficult to send safely by freight because of high value or small size. Furthermore if the Project Director or Relocation Officer certifies on Form WRA-156 that express shipment is necessary in the interest of the relocation program, ^{commercial} goods may be sent by express. Express shipments at government expense may not exceed 500 pounds shipping weight.

ASK ADVICE

Evacuees should consult with and ask the advice of the Property Office in all matters pertaining to shipment of all types of goods, sale of all types of property or in matters involving rentals, leases, taxes or disputes arising from contracts.

The Property Office, of which there is one on every project, has been established for the purpose of aiding the evacuee. While its functions necessarily are limited, it can be of help to the evacuee in solving many types of individual problems. The evacuee is welcome at the Property Office and should avail himself of the services offered.

