



**Notification of Termination  
of Federal Assistance**

**AFFORDABLE HOUSING PRESERVATION ORDINANCE  
DEPARTMENT OF HOUSING  
33 North LaSalle Street  
Chicago, IL 60602**

1) **Name and Address of Development:** \_\_\_\_\_  
\_\_\_\_\_

2) **Name/Address of each Owner of Development:**  
**Name:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**City/State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_  
**Telephone #:** \_\_\_\_\_

**Name:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**City/State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_  
**Telephone #:** \_\_\_\_\_

3) **Is the Owner exempt under Section 8 of the Federally Assisted Housing Preservation Act from providing a notice of intent to tenants? Yes, if exempt, the basis for the exemption is:**  
\_\_\_\_\_  
\_\_\_\_\_

4) **Description of Property:** \_\_\_\_\_  
**Number of buildings:** \_\_\_\_\_ **Number of Dwelling Units:** \_\_\_\_\_  
**Number each Bedroom type:** \_\_\_\_\_  
**Number of Commercial Units:** \_\_\_\_\_

5) **Date owner intends to prepay or terminate Federal or Federally insured mortgage or insurance:**  
\_\_\_\_\_

6) **Date owner intends to sell or otherwise dispose of property:** \_\_\_\_\_

7) **Date each contract, subsidy, or use restriction will terminate:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8) **Please indicate planned disposition of property by a check mark below:**

- Sale to Affordable Housing Developer
- Sale to private purchaser as/for market rate rental
- Condominium Conversion
- Extend existing affordability
- Maintain as affordable rental, but change existing affordability
- Cancel affordability and current owner will maintain as market rate rental

- 9) **Please complete a detailed list of all existing affordability restrictions applicable to the development and the units to which these restrictions apply, (include bedroom size for each unit).**
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- 10) **Attach a copy of the development's current rent roll, including each unit and the monthly rent charged for each unit:** \_\_\_\_\_
- 11) **List the address and unit no. of all vacant units:** \_\_\_\_\_
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- 12) **Please attach a statement of the development's vacancy rate during the preceding 12 months:**
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- 13) **Please attach a statement of the development's current income and operating expenses:**
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- 14) **Please attach a detailed list of all capital expenditures for the development within the last 24 months.** \_\_\_\_\_
- 15) **Please indicate the amount of project reserves:** \_\_\_\_\_
- 16) **Please attach copies of all financial and physical inspection reports filed with federal, State or local agencies for the most recent proceeding 2 calendar years;** \_\_\_\_\_
- 17) **If the owner intends to sell or otherwise dispose of the development, state the owner's asking price for the development (attach a copy of any executed sales contract);** \_\_\_\_\_
- 18) **Give a complete detailed list of all affordability restrictions, if any, applicable to the planned disposition of the development.** \_\_\_\_\_
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I Attest That the Above Information is True, Correct and Complete to the Best of my Knowledge:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name (print): \_\_\_\_\_ Title: \_\_\_\_\_