

Report Due: **12/1/2010**



# Annual Certification - Rental

(12 CFR §1291.7)

Instructions: This certification is required for rental projects annually until the end of the 15-year retention period, which is \_\_\_\_\_ for this project. It must be completed and signed by both the FHLBI member and the project sponsor/owner, then submitted to the FHLBI, Community Investment Division, 8250 Woodfield Crossing Blvd., Indianapolis, IN 46240 by December \_\_\_\_\_.

**Please make changes to contact information if necessary. The report will be returned if it is not fully completed or signed.**

## 1. General Information

### FHLBI Member Contact Information

*Please indicate any changes to contact information directly on this form!*

Project #:	Project name:		
Project address:		Project City/State/Zip:	
Name of institution:			
Contact person:		Title:	
Address (no PO box):		City/State/Zip:	
Phone:	Fax:	Email:	

### Sponsor/Owner Contact Information

*Please indicate any changes to contact information directly on this form!*

Name of institution:			
Contact person:		Title:	
Address (no PO box):		City/State/Zip:	
Phone:	Fax:	Email:	

## 2. Project Sponsor/Owner Certifications

The undersigned sponsor/project owner certifies that:

- (1) as committed in the application or as adjusted by an FHLBI-approved modification, the tenant rents and incomes are in compliance with the rent and income targeting commitments set forth in the AHP Application,
- (2) the project complies with the applicable federal and state laws on fair housing, housing accessibility, and other local building codes. If this certification cannot be made, please attach a corrective action plan; and,
- (3) the rents charged for income-targeted units do not exceed the maximum levels under section 10(j) and 12 CFR Part 1291 (generally 30% of the AMI),
- (4) the owner has obtained an Annual Tenant Income Certification for each low income resident and third party documentation to support that certification, or has documentation to support the certification of the tenants initial occupancy,
- (5) each building in the project is, and has, been suitable for occupancy. Taking into account local health, safety, and building codes (or other habitability standards), and the state and local government unit responsible for making building code inspections did not issue a report of violation for any building or low income unit in the project. If so, attach a copy of the notice and provide a copy of the corrective action plan,
- (6) have any of the units comprising this project been sold? If yes, when: \_\_\_\_\_ and please provide FHLBI with HUD-1 Settlement Statement, or similar documents.

Revised 10/2010

