

Qualified Contract Request Form



Project Name: _____ Tracking Number: _____
Street Address: _____ Phone: _____
City: _____ State: _____ Zip: _____
Owner Name: _____
Contact person: _____ Title: _____
Email Address: _____

All questions must be completed, and all documentation required as part of the request for the change to the property must be submitted to OHFA, ohfaprojectchanges@ohiohome.org, before the request will be reviewed.

Text boxes in this form will expand to include your full answer once entered.

1. Provide a narrative of description of the property.

Description should be able to familiarize prospective purchasers with the development.

2. List all amenities that are at the development.

3. Describe all income, rental and other restrictions, if any, applicable to the operation of the property.

The Owner certifies that they will reasonably cooperate with OHFA and its agents with respect to the marketing of the property and acknowledges that the application materials may be shared with prospective purchasers, real estate brokers and other interested parties and that summary data may be posted on OHFA's website.

The Owner certifies that they have reviewed the due diligence materials used in the calculation of the qualified contract worksheets and that it is solely responsible for documents and information used in the calculation of the Qualified Contract Price (QCP), using the procedure set forth in Section 42(h)(6)(F) of the Internal Revenue Code and CFR 1.42-18.

The Owner acknowledges that OHFA is held harmless with respect to the use of the development information and to do all things necessary to keep the property in compliance during the qualified contract process.

Signature

Date

Printed Name

Title

