

**OHIO HOUSING FINANCE AGENCY  
RELATED PARTY TRANSACTION QUESTIONNAIRE**

Project Name: \_\_\_\_\_

Tracking Number: \_\_\_\_\_

Please answer all questions based on the definitions and explanations contained herein below. If the answer to any question is "Yes," please provide a detailed explanation in the space provided. Certain terms used in the questions are defined herein below. Please read the definitions carefully before answering the questions.

1. As of the date hereof, have either you or any Related Party had or currently have (or to the best of your knowledge as of the date herein will have), any Interest, direct or indirect, in any sales, purchases, transfers, leasing arrangements, guarantees, contracts or other transactions associated in any manner with the proposed development or redevelopment of low-income housing or and property included therewith (either real or personal), to which the Company was, or is to be, a party?

Yes      No

Explanation

2. As of the date hereof, do either you or any Related Party have (or to the best of your knowledge as of the date herein will have) any Interest, direct or indirect, in any pending or incomplete sales, purchases, transfers, leasing arrangements, guarantees, contracts or other transactions of any kind relating to real and/or personal property to which the Company is, or is to be, a party?

Yes      No

Explanation

3. As of the date hereof, have either you or any Related Party been (or to the best of your knowledge as of the date herein will be) indebted to the Company associated with the subject property (real or personal) for the proposed development or redevelopment of low-income housing?

Yes No

Explanation

4. As of the date hereof, have either you or any Related Party had or currently have (or to the best of your knowledge as of the date herein will be) any Interest, direct or indirect in any sale or transfer of any service or materials to be utilized on or by the subject property to complete the proposed development or redevelopment of low-income housing?

Yes No

Explanation

5. As of the date hereof, have either you, or any Related Party had or currently have (or to the best of your knowledge as of the date herein will have) any Interest, direct or indirect, in other companies, entities or individuals that would provide construction, professional, or other services to be utilized by the subject property to complete the proposed development or redevelopment of low-income housing?

Yes No

Explanation

**DEFINITIONS:**

COMPANY - parent company, or any subsidiary or investee for which investments are accounted for by the equity method.

INTEREST - any (1) financial or pecuniary relationship or interest between you or any Related Party and the subject entity, development, redevelopment or property; (2) one or more of your officers, directors, stockholders, members or partners is also an officer, director, stockholder or partner of the subject entity, development, redevelopment or property; (3) one or more of your officers, directors, stockholders, members or partners has a financial or pecuniary relationship or interest in the subject entity, development, redevelopment or property; (4) occurrence such that the subject entity, development, redevelopment or property acquires any financial or pecuniary interest in you as a portion of the consideration paid to either of them; or (5) contract, agreement, amendment, termination or other document between you and the subject entity, development, redevelopment or property which alter or amend previously approved contracts, agreements or other documents and which results in any financial benefit to you in any manner.

RELATED PARTY - any: (1) party, organization or other entity (other than the Company) of which you are an officer, director, shareholder, member, or partner, either directly or indirectly, or in which you have (or had at any time in the prior thirty-six (36) months) a beneficial ownership of any kind whatsoever, either directly or indirectly, (2) trust or other estate in which you have (or had in the prior thirty-six (36) months) either a beneficial ownership or for which you serve as trustee, or in which you hold a position of similar fiduciary capacity, (3) any member of your immediate family, and (4) other party with which you may deal if you have the authorization (or the other party) to control or can significantly influence the other to an extent that either of you might or could be prevented from fully pursuing your own separate interests.

The answers to the foregoing questions are correct to the best of my knowledge and belief, as of the date hereof. Please note that any transactions that are presented for allocation authority to OHFA must provide certification from a licensed certified public accountant that describes the partnership structure, inside and outside “exit” tax consequences, and the amount of the tax liability under current law for all parties of the ownership. This analysis of tax liability (if any) must be provided at the time of application. In the event that no tax liability exists, the Certified public accountant shall provide a signed statement certifying same.

By: \_\_\_\_\_  
Authorized Signer

for: \_\_\_\_\_  
Entity Name

Its: \_\_\_\_\_  
Development Team Role

Name: \_\_\_\_\_

Title: \_\_\_\_\_

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