

**REQUEST FOR APPROVAL TO PROVIDE TEMPORARY HOUSING**

Date of Request: \_\_\_\_\_

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

Name of Owner Receiving Allocation: \_\_\_\_\_

TIN of Owner Receiving Allocation: \_\_\_\_\_

Because of devastation to housing caused by the November and December 2007 storms in the states of Oregon and Washington, Oregon Housing and Community Services is temporarily suspending certain income and non-transient requirements for developments participating in the low income programs administered by OHCS.

I request Oregon Housing and Community Services' approval for relief and hereby state:

- 1 I intend to rent vacant units temporarily to individuals displaced because of damage to or devastation of their home by the 2007 storms. Because low-income households are intended to be the primary beneficiary of units financed with low-income housing credits, Elderly bond or HOME dollars, such households should be given preference despite any relief granted pursuant to the announcement.
- 2 A certification attesting to their displacement shall be executed by all adult members of each assisted household; The date the household began temporary occupancy and the date the development will discontinue providing temporary housing shall be certified in the household file by execution of form – Displaced Household Certification.
- 3 Tenant files for each assisted household shall be retained by the owner as part of tenant documentation for at least 6 years after the due date (with extensions) for filing the federal income tax return for the applicable years, pursuant to 26 CFR Section 1.42-5(b)(2);
- 4 Rent for the low-income units leased to displaced households shall not exceed the existing rent-restricted rates for the low-income units as annually published by OHCS.
- 5 The status of a vacant unit that becomes temporarily occupied by a displaced individual remains the same as the unit's status before the displaced individual moved in;
- 6 Existing tenants in occupied low-income unit shall not be evicted or have their tenancy terminated as a result of efforts to provide temporary housing for displaced individuals; and
- 7 Owner's should ensure that displaced individual's leases are structured to terminate on or before **June 30, 2008**

Signature of Owner/Representative \_\_\_\_\_ Date \_\_\_\_\_

Printed Name of Owner / Representative \_\_\_\_\_