

Form 3

2016 Developer Relocation Certification and Tenant Profile Form  
For Acquisition/Rehabilitation Developments Only

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

Development Address: \_\_\_\_\_

City: \_\_\_\_\_ County: \_\_\_\_\_

Total number of units in the development: \_\_\_\_\_

Total number of units currently occupied: \_\_\_\_\_

Total number of units currently vacant: \_\_\_\_\_

1. Will there be **permanent** relocation of tenants?  Yes or  No

Number of tenants to be permanently relocated: \_\_\_\_\_

Percentage of tenants to be permanently relocated: \_\_\_\_\_%

**NOTE: No more than 10% of the existing tenants may be displaced permanently.**

2. Will there be **temporary** relocation of tenants?  Yes or  No

Number of tenants to be temporarily relocated: \_\_\_\_\_

Percentage of tenants to be temporarily relocated: \_\_\_\_\_%

If there is to be temporary or permanent displacement of tenants in the proposed development then a relocation plan **must** be submitted with this certification. The following items must be clearly outlined in the plan:

- (1) Relocation coordinator's name and phone number;
- (2) How the tenants will be relocated;
- (3) Average cost per tenant and/or family for relocation;
- (4) Total relocation cost to be incurred; and
- (5) Source of funds paying for relocation.

Applicant: \_\_\_\_\_

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

By: \_\_\_\_\_