

## Portfolio Risk Management Request

Project Name: \_\_\_\_\_ Project ID: \_\_\_\_\_  
 IHDA Loan Number(s): \_\_\_\_\_ Tax Credit Number: \_\_\_\_\_  
 Property Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Number of Units: \_\_\_\_\_ Current Occupancy Percentage: \_\_\_\_\_  
 Legal Name of Current Owner or Ownership entity: \_\_\_\_\_  
 Legal Name of Project Owner or Ownership entity (if different): \_\_\_\_\_  
 Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
 Contact Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

*IHDA Staff Only* Refer to PRM for Workout

Type of Request (Check all that apply)

- |  |   |
|--|---|
| <input type="checkbox"/> Change in Ownership Interest                            | <input type="checkbox"/> Loan Subordination |
| <input type="checkbox"/> Assignment & Assumption of<br>EUA/Regulatory Agreements | <input type="checkbox"/> Loan Modification  |
| <input type="checkbox"/> LP/GP Change  | <input type="checkbox"/> Pre-Payment        |
| <input type="checkbox"/> Property Management (PM) Change                         | <input type="checkbox"/> Loan Payoff        |
| <input type="checkbox"/> Transfer of Physical Assets                             | <input type="checkbox"/> Other              |

Please provide any additional details below:

Once the Authority determines the scope of the request, there will be a non-refundable processing fee. A Special Assets Manager will be assigned no later than 5 business days after receipt of the request. Submission of this request does not guarantee approval or agreement to the requested terms. If you have any questions, please contact the Portfolio Risk Management Team at 312-836-5352 or [SpecialAssets@IHDA.org](mailto:SpecialAssets@IHDA.org).

I certify to the best of my knowledge that the information contained in this application is complete and accurate.

Owner: \_\_\_\_\_ Printed Name: \_\_\_\_\_  
 By: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Date: \_\_\_\_\_

or send to [SpecialAssets@IHDA.org](mailto:SpecialAssets@IHDA.org)