



## Property Ownership Change Form (LIHTC projects)

NOTE: An electronic copy of this form must be submitted to IHCD's Chief Real Estate Development Officer to report ownership change of a LIHTC project. **For non-LIHTC projects, please use Compliance Form 29B instead.** If the project contains other funding from IHCD in addition to tax credits (e.g., loans, grants, or project-based rental assistance contracts) or is subject to the nonprofit material participation requirements of Section 42, ownership changes must be pre-approved by IHCD following the requirements in Part 2.21 of IHCD's *Low Income Housing Tax Credit Compliance Manual*. This form should be submitted after IHCD preapproval (if required) and completion of the disposition.

Project Name: \_\_\_\_\_ BIN: \_\_\_\_\_  
 Previous Owner Entity: \_\_\_\_\_  
 New Owner Entity: \_\_\_\_\_ New Contact Person: \_\_\_\_\_  
 Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_  
 Zip: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_ TIN/EIN: \_\_\_\_\_

Building disposition by ☐ Sale ☐ Foreclosure ☐ Destruction ☐ Other (attach explanation)

Date of disposition: \_\_\_\_\_

### All Ownership Interest:

(Check box to left of table if any information is new or has changed)

	Name	Role	Owner%	Address	City, State	Zip	Phone	Email
<input type="checkbox"/>	General Partner (1)							
<input type="checkbox"/>	Principal							
<input type="checkbox"/>	Principal							
<input type="checkbox"/>	General Partner (2)							
<input type="checkbox"/>	Principal							
<input type="checkbox"/>	Principal							
<input type="checkbox"/>	Limited Partner							
<input type="checkbox"/>	Principal							
<input type="checkbox"/>	Principal							

### Property Management and Compliance:

- ☐ Check box if Property Management has also changed. If so, please fill out the IHCD Property Management Change Form (Compliance Form #30).
- ☐ I acknowledge that as an Owner, I must create a username and password to submit compliance information through <https://ihcdaonline.com>.

### Required Documentation

Please attach the following supporting documentation:

☐ Copy of Form 8693 (if applicable) ☐ Copy of Sale Documents ☐ Newly amended and stated partnership agreement



☐ Check box if project is subject to the Qualified Nonprofit Organization material participation requirements of §42(h)(5)

\*If yes, new ownership structure must continue to meet the requirement and must submit the following documents:

☐ Articles of Incorporation   ☐ IRS documentation of tax-exempt status   ☐ Not-for-profit Questionnaire (QAP Form B)

Provide Name and Signature for Former and New Ownership:

1.	_____	_____	_____
	Printed Name & Title- Former Owner	Signature	Date
2.	_____	_____	_____
	Printed Name & Title- New Owner	Signature	Date