



To: Real Estate Department Partners

Notice: **RED-26-15**

From: Real Estate Department

Date: May 14, 2026

Re: **Updated Owner Agent Affidavit and Casualty Loss Forms**

IHCDA has released updated versions of the following forms which are available in Appendix E of the IHCDA *Low Income Housing Tax Credit Compliance Manual* and Appendix D of the IHCDA *Federal Programs Ongoing Rental Compliance Manual*. Compliance manuals and forms can be found on [IHCDA's compliance webpage](#).

- **Form K Casualty Loss:** Updated to remove unnecessary fields and to clarify language, specifically to ensure it is clear what documentation must be provided with the form and to receive clearer information on which exact units were affected by the casualty loss.
- **Owner Agent Affidavit:** In addition to Primary Owner contacts, Primary Management contacts will now be permitted to execute the revised Owner Agent Affidavit to affirm that corrections have been made after an IHCDA physical inspection. Please note that all responsibility for the truth and accuracy of the corrections outlined in the inspection report will continue to rest solely with the Owner. Primary Owner and Primary Management contacts executing the Owner Agent Affidavit must already exist as primary contacts in IHCDA's system. If they are not currently listed, IHCDA will require the property's contact information to be updated accordingly, and a Change of Ownership and/or Change of Management form may be necessary depending on the nature of the update.

Questions about these forms and other IHCDA Physical Inspection forms can be directed to Ryan Splichal, Rental Housing Quality Assurance Manager, via RySplichal@ihcda.IN.gov.



ADDRESS 30 South Meridian Street, Suite 900, Indianapolis, IN 46204
PHONE 317 232 7777 TOLL FREE 800 872 0371 WEB www.ihcda.IN.gov

EQUAL OPPORTUNITY EMPLOYER AND HOUSING AGENCY