

Exhibit A
Sample Letter of Acknowledgement
State of Arizona Low Income Housing Tax Credit Program
This form is sent to local jurisdictions by the Arizona Department of Housing

Date

Contact
Municipality
Address
City

RE: Project Name

Dear City/Town Manager:

The State of Arizona has received an application for a reservation of tax credits within the corporate limits of the (**Municipality**). A description of the project is enclosed. As you may know, the Low Income Housing Tax Credit (LIHTC) program offers a developer federal tax credits to promote the development of affordable rental housing for families earning no more than 60% of the area median income. The project developer is, (**Developer Name**), the contact person for this project (**Name**), may be reached at (**Phone Number**). Please complete the enclosed letter and return it to the Arizona Department of Housing (address noted on the enclosed letter) by (**Date**) at 5:00 P.M. This will enable the Arizona Department of Housing to incorporate your comments in our assessment of the project. In addition, please attach a letter of comment on the project's market study and any disagreements that you may have with the market study. A copy of the market study is available from the developer.

Should the Arizona Department of Housing not receive the enclosed letter by the stipulated date, it shall deem the community to be not in support of the project and reject the application.

Your review should occur consistent with applicable Fair Housing laws in Arizona. Please consult competent legal advice and/or the Attorney General Fair Housing Division at (602) 542-5025 should you require assistance in this regard. While the State does not require formal action by the local governing body, you may wish to consider this for the project.

Thank you for your assistance and cooperation on this matter. Please contact me at (602) 771-1031 for any further information you may require. Please remember that time is of the essence concerning this issue.

Sincerely,

Ruby Dhillon
Rental Programs Administrator

Enclosure

COMMUNITY LETTER OF ACKNOWLEDGEMENT

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Date: _____

Arizona Department of Housing
Attn: Rental Programs Administrator
1110 W. Washington, Suite 310
Phoenix, Arizona 85007

Dear Manager:

The _____ of _____ has received your letter notifying us that the proposed development _____ is under consideration by the Arizona Department of Housing for an allocation of Low Income Housing Tax Credits.

I. We have reviewed the aforementioned project and find that:

The proposed acquisition and development of the above referenced project will provide safe and affordable housing that will comply with Fair Housing Laws in Arizona. It is believed that the proposed project is also consistent with the housing policies, strategies, priorities and procedures of this municipality. Accordingly, the application proposed for this development is supported by this municipality.

The proposed acquisition and development of the above referenced project **does not** appear to be consistent with the housing policies, strategies, priorities and procedures of this municipality. Therefore, this municipality **does not** support the proposed development.

II. Market demand study:

We have reviewed the market demand study and/or appraisals for the proposed project, dated, and have attached any comments regarding this study.

We have not reviewed the market demand study and/or appraisal.

The undersigned has the authority to bind the _____ with respect to the matters set forth in this letter. Please contact me at _____ for any further information you may need on this matter.

Sincerely,

(Name)

(Title)

(City/Town/County)