



## Tennessee Housing Development Agency

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### MEMORANDUM

TO: Recipients of a TCAP Conditional Commitment Letter

FROM: Multifamily Development Division

SUBJECT: Satisfaction of Conditional Commitment Letter Requirements

DATE: January 5, 2010

THDA has established a deadline of 1:00 PM CT on Friday, January 8, 2010 for the submission of documentation to satisfy the requirements of the TCAP Conditional Commitment Letter. Please see the memo posted online at <http://www.thda.org/rentdev/tcap1602/january.pdf>.

This deadline will not be waived or extended.

The purpose of this deadline is to move toward the federally established deadline of committing no less than 75% of the TCAP funds allocated to THDA no later than February 16, 2010.

Recipients of a TCAP Conditional Commitment Letter must submit documentation to satisfy the requirements of the TCAP Conditional Commitment Letter or a detailed written explanation of why the recipient is unable to submit the documentation, including an explanation of the steps already taken to obtain the documentation and information about when the documentation will be submitted to THDA.

Again, the submission must be received by THDA no later than 1:00 PM CT on Friday, January 8, 2010.

If you have questions, please contact:

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or

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