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## Locality CEO Support Letter

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(This Form May Be Included With Application - Tab I)

or

(This Letter Must Be Received by VHDA within 45 days from the date  
of the VHDA Locality Notification Letter)

(This Form Must Be Submitted Under Locality's Letterhead)

DATE

**TO:** Virginia Housing Development Authority  
601 South Belvidere Street  
Richmond, Virginia 23220  
Attention: Jim Chandler

**RE:** LOCAL SUPPORT

VHDA Tracking Number: \_\_\_\_\_  
Name of Development: \_\_\_\_\_  
Name of  
Owner/Applicant: \_\_\_\_\_

The construction or rehabilitation of (NAME OF DEVELOPMENT) and the allocation of federal housing tax credits available under IRC Section 42 for that development will help meet the housing needs and priorities of (NAME OF LOCALITY). Accordingly, (NAME OF LOCALITY) supports the allocation of federal housing tax credits requested by (NAME OF APPLICANT) for that development.

Yours truly,

CEO Name  
Title

**NOTE TO LOCALITY:** Any change in this form letter may result in a reduction of points under the scoring system. If you have any questions, please call Jim Chandler at VHDA (804) 343-5786.

**NOTE TO DEVELOPER:** You are strongly encouraged to submit this certification to the appropriate local official at least three weeks in advance of the application deadline to ensure adequate time for review and approval.



## Locality CEO Support Letter

### 1. General Instructions

- The letter below must be submitted under locality's letterhead.
- **NOTE TO LOCALITY:** Any change in this form letter may result in a reduction of points under the scoring system.
- **NOTE TO OWNER/DEVELOPER:** You are strongly encouraged to submit this certification to the appropriate local official at least three weeks in advance of the application deadline to ensure adequate time for review and approval.

## Locality CEO Support Letter

[DATE]

Jim Chandler  
Virginia Housing Development Authority  
601 South Belvidere Street  
Richmond, Virginia 23220

VHDA Tracking Number: \_\_\_\_\_  
Development Name: \_\_\_\_\_  
Name of Owner/Applicant: \_\_\_\_\_

Dear Mr. Chandler:

The construction or rehabilitation of the above-named development and the allocation of federal housing tax credits available under IRC Section 42 for said development will help to meet the housing needs and priorities of [NAME OF LOCALITY]. Accordingly, [NAME OF LOCALITY] supports the allocation of federal housing tax credits requested by [NAME OF APPLICANT] for this development.

Yours truly,

[CEO Name]  
[Title]