



**Affirmative Marketing Compliance
Loan Program Assessment Questionnaire**

Date: _____

Dear Borrower:

A separate questionnaire must be filled out for each calendar year, beginning with the year in which the rehabilitation work was completed. The information provided below is for calendar year 20____.

Property Owner: _____

Property Address: _____

Loan Date: _____ Completion Date: _____

Management Company Name & Address (including City, State and Zip Code):

Number of Units in the Project (after rehabilitation): _____

Number of Vacancies During this year: _____

**IF YOU DID NOT HAVE ANY VACANCIES DURING THIS YEAR,
PLEASER ANSWER ONLY QUESTIONS 2 AND 8 BELOW. Circle One**

- 1) After rehabilitation was completed, did you lease your vacancies with residents outside of the Housing Authority wait list? Yes No

- 2) Is the Equal Housing Opportunity logo displayed wherever rentals and showings take place (i.e., Rental Office, Model Unit, etc.)? Indicate location(s): _____ Yes No

- 3) Did the Equal Housing Opportunity logo or statement appear in all of your advertisements for vacant units? Yes No



If yes, do you have copies of these advertisements? (Please attach copies to this questionnaire) Yes No

- 4) Did you advertise all vacancies in newspapers of general circulation, minority newspapers, radio, television, or billboards? Yes No

If yes, indicate the newspapers, radio, television (TV) station by name and whether or not you saved written copies of these advertisements? (Please attach copies to this questionnaire)

General Circulation Newspapers	Size (inches)			
_____	___" x ___"	Yes	No	
_____	___" x ___"	Yes	No	
_____	___" x ___"	Yes	No	

Minority Newspapers	Size (inches)			
_____	___" x ___"	Yes	No	
_____	___" x ___"	Yes	No	
_____	___" x ___"	Yes	No	

Radio or TV Station	Duration (minutes)			
_____	_____	Yes	No	
_____	_____	Yes	No	
_____	_____	Yes	No	

- 5) Are you on the Info-Line Sacramento (aka Community Information Center, Phone 916-447-7063) Housing Referral Clearinghouse List? Yes No

- 6) Did you take any other actions to affirmatively market your vacancies (e.g., correspond with community groups)? Yes No

If yes, indicate what action(s) did were taken:



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- 7) Did you use the same, standard application form for all your vacancies? Yes No
- Did you note the reason for denial on all rejected applications? Yes No
- Are you maintaining applications for a period of three (3) years? Yes No
- 8) Did you receive any correspondence relating to allegations of discrimination? Yes No
- If yes, do you have copies of this correspondence on file? Yes No

I/We hereby certify that the information in this loan program assessment questionnaire is true and correct. I/We consent to verification being obtained from any source herein:

Signature of Borrower or Authorized Representative

Date

Signature of Borrower or Authorized Representative

Date

Warning: Title 18, Section 1001 of the U.S. Code states that a person is guilty of a felony for knowingly and willingly making false or fraudulent statements to any department of the United States Government.

