**CHFA FINAL CLOSING LIST**

**DATE:**
CHFA DEV. NO.:
LOAN AMOUNT:
INITIAL CLOSING DATE:
DEVELOPMENT NAME:
DEVELOPMENT ADDRESS:

M = MORTGAGOR:
ML = MORTGAGOR LEGAL:
CU = CHFA UNDERWRITER:
CL = CHFA LEGAL:
CA = CHFA ASSET MANAGEMENT:
CT = CHFA TECHNICAL SERVICES

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<tr>
<th>Item</th>
<th>Responsible For Delivery</th>
<th>Responsible To Approve/ Finalize</th>
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<th>Comments</th>
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<tbody>
<tr>
<td>1. Maximum Mortgage Letter</td>
<td>CU</td>
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<tr>
<td>2. Mortgagor Organizational Document Amendments (if applicable)</td>
<td>ML</td>
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<tr>
<td>3. Mortgagor Certificate of Legal Existence</td>
<td>ML</td>
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<td>4. D.R.S. “No Tax Due Letter” re: Mortgagor</td>
<td>ML</td>
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<td>5. UCC Search re: Mortgagor (state of entity formation)</td>
<td>ML</td>
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<td>6. Attorney’s Opinion Letter</td>
<td>ML</td>
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<td>7. Syndicator Proceeds Opinion Letter</td>
<td>ML</td>
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<td>8. Mortgagee Title Insurance Policy Endorsement</td>
<td>ML</td>
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<td>9. Modification Agreement (if applicable)</td>
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<td>10. Mortgagor Certification for Final Closing [CHFA Form]</td>
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<td>11. Termination of Capital Contribution Escrow</td>
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<td>12. Termination of any other Escrow Disbursement Agreement(s) (if necessary)</td>
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<td>13. Current Paid Property Tax Receipt</td>
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<td>14. Current Rent Roll (certified by Mortgagor as true and correct)</td>
<td>M</td>
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<td>15. Permission to Occupy</td>
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<td>16. Ground Lessor Estoppel Certificate (if applicable)</td>
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<td>17. Property Insurance Policy Update, Paid Receipt (1 year in advance)</td>
<td>M</td>
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<td>18. Copy of current Management Agreement (and amendments)</td>
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<td>19. Confirmation of General Contractor Affirmative Action Compliance</td>
<td>M</td>
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<tr>
<td>20. Confirmation of LIHTC Program Compliance from Spectrum:</td>
<td>M</td>
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<tr>
<td>a. As to Tenant Income</td>
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<tr>
<td>b. As to Owner’s Certificate of Continuing LIHTC Program Compliance</td>
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<td>21. Release of Retainage Sign-Off Memo as to:</td>
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<tr>
<td>- Certificate of Occupancy</td>
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<td>- As-Built Plans/Drawings and Specifications</td>
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<td>- Warranties of Specified Building Components</td>
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<td>- Confirmation of Environmental Compliance</td>
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<td>22. As Built Survey (2 copies)</td>
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<td>23. Certificate of General Contractor [CHFA Form]</td>
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<td>24. Owner’s Tax Compliance Certification [CHFA Form]</td>
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<td>Tax Credit</td>
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<td>25. Affidavit of Syndication Proceeds [CHFA Form]</td>
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<td>Tax Credit</td>
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<td>26. Form 8609</td>
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<td>27. Accountant’s 90/10 Letter</td>
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<td>28. Certification of Mortgagor [CHFA Form]</td>
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<td>29. Finance Confirmation that Loan Payments are Current</td>
<td>Finance</td>
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<tr>
<td>30. Confirmation from Other Lenders that Loan Payments are Current</td>
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<td>31. Mortgagor’s Statement of Escrows and Deposits</td>
<td>M/CU</td>
<td>CU</td>
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<td>32. Application for Final Advance</td>
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<td>CU</td>
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<tr>
<td>33. Confirmation Very Low Income Construction Employment Policy was Complied with (if applicable)</td>
<td>M</td>
<td>CU</td>
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<tr>
<td>a. SEEIC Form 10 (if not obtained at Initial Closing)</td>
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<tr>
<td>34. Such additional documents or information as Lender deems necessary or desirable</td>
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**NOTE: If this is a HUD risk sharing development, please add:**

- HUD Firm Approval Letter (Risk Sharing)
  a. HUD Mortgage Endorsement

- HUD Certification
  a. Ascertain first years MIP insurance payment (has it been collected)

- Amendment to Promissory Note

- Mortgage Deed and Covenant of Compliance and Regulatory Agreement Modification Agreement
  (use only if RS-M and RS-RA were not used at initial closing)

- Contractor's Certification Concerning Labor Standards and Prevailing Wage Requirements

Opinion letters can be found in master text area

OL-SYND - Syndication Proceeds Opinion
OL-Finial - Final Closing Opinion

**CERTIFICATION OF MORTGAGOR**

TO: CONNECTICUT HOUSING FINANCE AUTHORITY

RE: PROJECT NUMBER: ________________________________________________
    PROJECT NAME: _____________________________________________________
    LOCATION: __________________________________________________________

In order to induce the Authority to advance the balance of mortgage proceeds at final closing, and with the intent that the Authority rely upon the statements hereinafter set forth, the undersigned makes the following certifications:

1. That it has received the sum of $__________________ which when added to the final advance will total $__________________, constituting the full amount of the mortgage for this project.

2. That construction of the project is substantially complete and is in accordance with the plans and specifications approved by the Connecticut Housing Finance Authority; that said mortgage is a good and valid first lien on the property therein described; that the property is free and clear of all liens other than that of subject mortgage; that all outstanding unpaid obligations contracted by or on behalf of the mortgagor entity directly or indirectly, in connection with the mortgage transaction, the acquisition of the property, or the construction of the project are listed below:

   *a. CHFA approved notes (copies attached)
      $______________________________

   b. Due the general contractor
      $______________________________

   *c. Other
      $______________________________

3. That, except for the amounts due on notes listed in item a. of paragraph 2 above, the undersigned agrees to pay the foregoing obligations in cash and to furnish the Authority with receipts, or other evidence of payment satisfactory to the Authority, within forty-five (45) days following receipt of the final advance of mortgage proceeds.
Mortgagor

By:  

Title

Date:

(*)NOTE: If the space provided is inadequate to list all unpaid obligations, insert the total in each category and attach itemizations. If there are no outstanding obligations, so state.
CERTIFICATE OF GENERAL CONTRACTOR

To: CONNECTICUT HOUSING FINANCE AUTHORITY

Re: PROJECT NUMBER: ____________________________

PROJECT NAME: ____________________________ (the “Project”)

LOCATION: ____________________________

The undersigned, as general contractor of the above Project, makes the following certifications:

1. That the construction is in accordance with the drawings and specifications which were approved by the Connecticut Housing Finance Authority (the “Authority”).

2. That the construction is in compliance with the CHFA Multifamily Design, Construction and Sustainability Standards.

3. That all outstanding unpaid obligations contracted by or on behalf of the undersigned in connection with the construction are listed below. (If space below is inadequate, continue listing on an attached sheet and so note.)

   a. ____________________________  $ ______________

   b. ____________________________  $ ______________

   c. ____________________________  $ ______________

   d. ____________________________  $ ______________

   e. ____________________________  $ ______________

4. That, except for unfinished work covered by an approved escrow deposit approved by the Authority, the undersigned agrees to pay the foregoing obligations in cash and to furnish the Authority with receipts, or other evidence of payment satisfactory to the Authority, within fifteen (15) days following receipt of payment from owner.

5. That the undersigned has been paid in full for all work or services performed and for all materials purchased, whether directly or indirectly, with respect to the Project.

6. That the undersigned attests that neither the Authority nor any of its officers, directors, employees agents or independent contractors have any legal responsibility or are otherwise indebted to the undersigned with respect to the Project, and the undersigned does hereby forever waive and release any and all rights or claims against the Authority or its officers, directors, employees agents or independent contractors whether in law or in equity arising from anything to do with the Project.

By: ____________________________
   (General Contractor)

   ____________________________
   (Title)

   ____________________________
   Date:

AFFIDAVIT OF SYNDICATION PROCEEDS

9/9/2016 12:39 PM
To: Connecticut Housing Finance Authority, 999 West Street, Rocky Hill, CT 06067

RE: ________________________________ [Name of the Development]

_________________________________________

CHFA Development # _______________________

The undersigned, being duly sworn, deposes and says that:

1. ________________ Limited Partnership is the owner (the "Owner") of the Development;

2. _____________________, a Connecticut corporation, is the general partner of the Owner having a principal place of business at _____________________, Connecticut 06___;

3. The Development received _____ allocation(s) of low-income housing tax credits ("LIHTCs") in the aggregate amount of $_________________;

4. The Owner has received capital contributions from ______________ in the aggregate amount of $_________ in consideration for $________ of LIHTCs and admission to the ______________ Limited Partnership as a limited partner; [Modify if additional capital contributions are scheduled.]

5. The proceeds of the limited partner’s capital contributions were used to pay the following project costs:

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<th>USE</th>
<th>AMOUNT</th>
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6. I, __________, am the ______________ of __________________ and have knowledge of the facts stated herein; I am duly authorized to make this affidavit.

The undersigned acknowledges that the Authority and the State are relying upon this Affidavit in making Mortgage Loans to the Owner and could be harmed if the affidavit is incomplete or incorrect.

LIMITED PARTNERSHIP

BY: ____________________________

General Partner

By: ____________________________

Subscribed and sworn to before me this ___ day of ________, 20__.

Notary Public
Commissioner of the Superior Court
OWNER'S CERTIFICATE OF CONTINUING LIHTC PROGRAM COMPLIANCE

To: Connecticut Housing Finance Authority
   C/O Spectrum Enterprises, Inc.
   545 Shore Road
   Cape Elizabeth, ME 04107

Certification Dates: From: January 1, 2020 To: December 31, 2020

The undersigned ______________________________ on behalf of _________
(the "Owner"), hereby certifies to the Connecticut Housing Finance Authority ("the Authority") that:

I. The project met the minimum requirements of: (check one)
   - 20 - 50 test under Section 42(g)(1)(A) of the Code
   - 40 - 60 test under Section 42(g)(1)(B) of the Code
   And, if applicable to the project: (check)
   - 15 - 40 test for "deep rent-skewed" projects under Section 42(g)(4) and 142(d)(4)(B) of the Code;

II. There has been no change in the applicable fraction (as defined in Section 42(c)(1)(B)) of any building in the project, or that there was a change and description of the change;
   - NO CHANGE
   - CHANGE
   If "Change" list the applicable fraction to be reported to the IRS for each building in the project for the certification year on page 3.

III. The owner has received an annual income certification from each low-income tenant, and documentation to support that certification; or, in the case of a tenant receiving Section 8 housing assistance payments, the statement from a public housing authority described in paragraph (b)(1)(vii) of Section 1.42-5;
   - YES
   - NO

IV. Each low-income unit in the project has been rent-restricted under Section 42(g)(2);
   - YES
   - NO

V. All units in the project were for use by the general public (as defined in Section 1.42-9), including the requirement that no finding of discrimination under the Fair Housing Act, 42 U.S.C. 3601-3619, occurred for the project. A finding of discrimination includes an adverse final decision by the Secretary of the Department of Housing and Urban Development (HUD), 24 CFR 180.680, an adverse final decision by a substantially equivalent state or local fair housing agency, 42 U.S.C. 3616a(a)(1), or an adverse judgment from a federal court;
   - YES
   - NO

VI. The buildings and low-income units in the project were suitable for occupancy, taking into account local health, safety, and building codes (or other habitability standards), and the State or local government unit responsible for making local health, safety, or building code inspections did not issue a violation report for any building or low-income unit in the project. If a violation report or notice was issued by the governmental unit, the owner must attach a statement summarizing the violation report or notice or a copy of the violation report or notice to the annual certification submitted to the Authority under paragraph (c)(1) of Section 1.42-5. In addition, the owner must state whether the violation has been corrected;
   - NO CHANGE
   - CHANGE

VII. There was no change in the eligible basis (as defined in Section 42(d)) of any building in the project, or if there was a change, the nature of the change (e.g., a common area has become commercial space, or a fee is now charged for a tenant facility formerly provided without charge);
   - NO CHANGE
   - CHANGE
   If "Change", state nature of the change on page 3.

VIII. All tenant facilities included in the eligible basis under Section 42(d) of any building in the project, such as swimming pools, other recreational facilities, and parking areas, were provided on a comparable basis without charge to all tenants in the building;
   - YES
   - NO

IX. If a low-income unit in the project has been vacant during the year, reasonable attempts were or are being made to rent that unit or the next available unit of comparable or smaller size to tenants having a qualifying income before any units in the project were or will be rented to tenants not having a qualifying income;
   - YES
   - NO

X. If the income of tenants of a low-income unit in the building increased above the limit allowed in Section 42(g)(2)(D)(ii), the next available unit of comparable or smaller size in the building was or will be rented to tenants having a qualifying income;
XI. An extended low-income housing commitment as described in Section 42(h)(6) was in effect (for buildings subject to Section 7108(c)(1) of the Omnibus Budget Reconciliation Act of 1989, 103 Stat. 2106, 2308-2311), including the requirement under Section 42(h)(6)(B)(iv) that an owner cannot refuse to lease a unit in the project to an applicant because the applicant holds a voucher or certificate of eligibility under Section 8 of the United States Housing Act of 1937, 42 U.S.C. 1437f (for buildings subject to Section 13142(b)(4) of the Omnibus Budget Reconciliation Act of 1993, 107 Stat. 312, 438-439);

YES ☐ NO ☐ N/A ☐

XII. All low-income units in the project were used on a nontransient basis (except for transitional housing for the homeless provided under Section 42(i)(3)(B)(iii) or single-room-occupancy units rented on a month-by-month basis under Section 42(i)(3)(B)(iv);

YES ☐ NO ☐ HOMELESS ☐

XIII. The owner received its credit allocation from the portion of the state ceiling set-aside for a project involving “qualified non-profit organizations” under Section 42 (h)(5) of the code and its non-profit entity materially participated in the operation of the development within the meaning of Section 469(h) of the Code;

YES ☐ NO ☐ N/A ☐

XIV. There has been no change in the ownership or management of the project;

☐ NO CHANGE ☐ CHANGE

If "Change", complete page 3 detailing the changes in ownership or management of the project.

XV. The Owner complies with Internal Revenue Service (“IRS”) Revenue Ruling 2004-82, which at Question and Answer 5, states that Internal Revenue Code (“IRC”) Section 42(h)(5) of the code and its non-profit entity materially participated in the operation of the development within the meaning of Section 469(h) of the Code;

YES ☐ NO ☐

XVI. The person responsible for the tax credit management of the property has attended LIHTC training within the past two years. Provide copy of certificate of continuing education.

YES ☐ NO ☐

Note: Failure to complete this form in its entirety will result in noncompliance with program requirements. In addition, any individual other than an owner or general partner of the project is not permitted to sign this form, unless permitted by the state agency.

The project is otherwise in compliance with the Code, including any Treasury Regulations, the applicable State Allocation Plan, and all other applicable laws, rules and regulations. This Certification and any attachments are made UNDER PENALTY OF PERJURY.

________________________________________
(Ownership Entity)

By: ________________________________

Title: ________________________________

Date: ________________________________

Signed sealed and delivered in the presence of:

Notary: ________________________________

Witness: __________________________ My commission expires: ________________________________

Date of Execution: __________________________

(NOTARY PUBLIC SEAL)

PLEASE EXPLAIN ANY ITEMS THAT WERE ANSWERED “NO” OR “CHANGE” ON QUESTIONS 1-14.

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<th>Question #</th>
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### CHANGES IN OWNERSHIP OR MANAGEMENT

(to be completed ONLY if “CHANGE” marked for question 14 above)

#### TRANSFER OF OWNERSHIP

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<td>Legal Owner Name</td>
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<td>General Partnership</td>
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<td>Status of Partnership (LLC, etc)</td>
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#### CHANGES IN OWNER CONTACT

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<td>Management Address</td>
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<td>Management city, state, zip</td>
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<td>Management Contact</td>
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OWNER'S TAX COMPLIANCE CERTIFICATION

To: Connecticut Housing Finance Authority

Re: [Name and address of project] (the “Project”)
CHFA Development No.

1. My name is ______________________________________________________
   and my business address is: ________________________________________.

2. I am the _________________________________________________________
   (Title)
   of _____________________________________________, the general partner
   of _______________________________, a Connecticut limited partnership (the “Partnership”),
   the owner of the Project.

3. I am authorized to make the following certification:

   a. The Project meets the requirements of the following section of the Internal Revenue Code
      (“IRC”) (check one):
      _____ 20-50 test of IRC Sec. 42(g)(1)(A); or
      _____ 40-60 test of IRC Sec. 42(g)(1)(B); or
      _____ 15-40 test of IRC Sec. 42(g)(4).

   b. I have received an annual low-income certification from each low-income tenant and
      documentation supporting same on forms acceptable to the Authority.

   c. Each low-income unit in the Project is rent-restricted under Section 42(g)(2) of the IRC.

   d. All units in the Project are for use by the general public on a non-transient basis.

   e. Each building in the Project is suitable for occupancy in accordance with local health, safety and
      building codes.

   f. There has been no change in the eligible basis of any building in the Project since
      ________________ [date of cost certification].

   g. All tenant facilities included in the eligible basis of the Project, such as swimming pools, other
      recreational facilities, and parking areas, are provided on a comparable basis without charge to
      all tenants in the Project.

   h. If a low-income unit in the Project becomes vacant, reasonable attempts are made to rent that
      unit to tenants having qualifying income and, while such unit is vacant, no units comparable or
      smaller in size are rented to tenants not having a qualifying income.

   i. If the income of a low-income tenant in the Project increases above the limit allowed in IRC
      Section 42(g)(2)(D)(ii), the next available unit of comparable or smaller size in the Project will
      be rented to a tenant(s) having qualifying income.

   j. The applicable fraction under IRC Section 42(c)(1)(B) has not changed from the previous
      taxable year of the Project, or if changed, a description of the change is attached.

   k. An Extended Low-Income Housing Commitment as described in IRC Section 42(h)(6) has been
      in effect for the current taxable year of the Project.
4. The Project is in continuing compliance with the Extended Low-Income Housing Commitment executed by the Partnership.

5. The Project is otherwise in compliance with all applicable provisions of the Internal Revenue Code, including any U.S. Department of the Treasury regulations pursuant thereto, the Qualified Allocation Plan and Procedures of the Authority, and all other applicable laws, rules, regulations and ordinances.

6. The capital contribution by ______________ has been received and applied in accordance with the partnership agreement for the Partnership [or other applicable document].

7. I hereby certify that the foregoing statements are accurate and complete to the best of my knowledge and that I will, if requested, promptly submit documentation in support of such statements.

   [NAME OF LIMITED PARTNERSHIP]
   By: [GENERAL PARTNER]
       General Partner

   Dated: ________________
   By:____________________________
   Name:__________________________
   Title: ___________________________
   Duly Authorized

STATE OF CONNECTICUT )
) ss:
COUNTY OF )

Subscribed and sworn to before me this _____ day of ____________, 20__.

_____________________________________
Notary Public
Commissioner of the Superior Court