

**FDIC AFFORDABLE HOUSING DISPOSITION PROGRAM
MONITORING AGENCY: Phoenix Revitalization Corporation**

BI-MONTHLY REPORTING CHECKLIST – 2023

The property will remain on bi-monthly reporting until the FDIC LURA requirements are met OR next Annual Report is due.

Submit the required documents to: ahdp@phxrevitalization.org or the “We Transfer” dock on our PRC website.

Reporting Period - Schedule		Due Date
1	01/01 – 02/28 (29)	03/07
2	03/01 – 04/30	05/07
3	05/01 – 06/30	07/07
4	07/01 – 08/31	09/07
5	09/01 – 10/31	11/07
6. Next Annual Report Period:		
01/01/23 – 12/31/23 – Full Report		01/31/24
Next Annual Monitoring Fees: 2024		01/15/24

REQUIRED FORMS TO SUBMIT

DO NOT SUBMIT TICS OR OTHER documents that are not on this checklist below.

- 1. Part A- Compliance Summary – Signed / dated by owner or authorized agent / Wet signatures only
- 2. Part B- Unit Status Report – All units regardless of designation/occupancy status must be listed in numerical orders.
- 3. Rent Roll – Dated the last day of the Bi-monthly reporting period.
- 4. Narrative: Describe actions you have taken towards compliance. (Simply include in email message or “We Transfer”)

REMINDERS

The monitoring agency COULD request to see additional documents to determine compliance as needed.

MONITORING AGENCY - Contact Information:

Phoenix Revitalization Corporation / 1122 E. Buckeye Road Ste.-A1/Mailbox 4, Phoenix, AZ. 85034
Office: (602) 253-6895 / www.phxrevitalization.org
Email: ahdp@phxrevitalization.org