

## Notice of Casualty Loss or Damage

South Carolina State Housing Finance and Development Authority (SC Housing) must be notified of the following events involving a casualty loss:

- the casualty loss is the result of a major event such as fire or flood, or
- the loss results in the household(s) being displaced (removed or transferred) from their unit, or
- the occupied unit(s) will not pass a physical Uniform Physical Conditions Standards (UPCS) inspection for more than 72 hours.

The Internal Revenue Code 42(j)(4)(E) states that buildings which are allocated tax credits are protected from recapture of credits due to a casualty loss to the extent that such loss is restored by reconstruction or replacement within a reasonable period. Owners or their designated representatives are required to notify SC Housing of any loss or damage that occurs to LIHTC unit(s) and/or building(s) within 10 days following the loss event.

While HOME and NHTF rules have no guidance this issue, SC Housing requires these projects to also complete this form.

Complete a separate form **for each affected building** and submit to: SC Housing, Attn: Compliance Monitoring, 300-C Outlet Pointe Blvd., Columbia, SC 29210, or email: [ComplianceDepartment@schousing.com](mailto:ComplianceDepartment@schousing.com)

Date of Notification to SC Housing:		Date of Loss:	
Project Name:			Project Number:
BIN #:			
BIN Address:			
Are All Units out of Service?	<input type="checkbox"/> Yes <input type="checkbox"/> No		If No, List Units out of Service:

Presidential Declared Disaster
  Non-Presidential Declared Disaster

Was the fire department or police notified?  Yes  No (If Yes, attach a copy of the report)

Has insurance provider been contacted:  Yes  No (If Yes, attach a copy of the report)

Has adjuster visited the property:  Yes  No (If Yes, attach a copy of the report)

Expected date the unit(s) will be back in service: \_\_\_\_\_

**Required Attachments:**

- Narrative detailing description of Event and Casualty Losses incurred
- Narrative of the work necessary to restore building(s) and/or unit(s) to include estimates for repair and a proposed schedule or plan of action for restoring damage/loss.
- If household(s) were displaced, narrative of current housing arrangements (transferred to another unit, placement at hotel, etc.)

Name of Ownership Entity:			
Name of Owner Representative:		Title:	
Owner Representative Signature:		Date:	