

CALIFORNIA TAX CREDIT ALLOCATION COMMITTEE

Property Owners' Good Cause Eviction Resident Notification Instructions and Checklist

1. NOTIFICATION LETTER TO TAX CREDIT PROPERTY OWNERS

RETURN TO TCAC BY MAY 5th, 2005

Please acknowledge receipt of this letter by signing it in the space provided and returning it to TCAC at the address below, no later than the date shown above.

2. LEASE RIDER , RESIDENT NOTIFICATION LETTER & NOTICE – GOOD CAUSE EVICTION PROTECTION

DELIVER TO RESIDENTS PRIOR TO MAY 20th, 2005 (SEE ITEM 3 BELOW)

Please fill out, sign and deliver, in person or via US Mail, an original copy of the new "Lease Rider" to every Low Income Tenant household.

Along with the "Lease Rider", please deliver in person or via US Mail, a copy of the "Resident Notification Letter" and "Notice – Good Cause Eviction Protection" to every Low Income Tenant.

3. AFFIDAVIT

RETURN TO TCAC BY MAY 20TH, 2005

After completing step 2, but no later the date shown for this step 3, please sign the "Affidavit" and return the original signed "Affidavit" to TCAC at the address below.

4. FOLLOW UP

Once tenants have signed their Lease Riders, collect them and attach them to the leases in the tenant files. Also, please file a copy of your executed "Notification Letter to Tax Credit Property Owners" with your TCAC Regulatory Agreement.

Mailing Address for Documents:

California Tax Credit Allocation Committee
Attention: Daniel Clark
915 Capitol Mall, Room 485
Sacramento, CA 95814