

CASUALTY LOSS REPORT FORM

Directions: A casualty loss is defined as damage, destruction, or loss of property resulting from an identifiable event that is sudden, unexpected, or unusual. A sudden event is one that is swift, not gradual or progressive as in deferred maintenance. An unexpected event is one that is ordinarily unanticipated and unintended. An unusual event is one that is not a day-to-day occurrence and that is not typical for low income housing credit properties. Casualty losses may result from a number of different sources: e.g., car accidents, fires, government-ordered demolitions, hurricanes, mine cave-ins, sonic booms, storms, tornadoes, vandalism, etc.

Presidentially Declared Disasters occur from Acts of God where the Governor seeks funding from the federal government and where FEMA initiates its Individual Assistance program.

Property Name and Procorem #:	Property Address:
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The following relates to (check one): casualty loss presidentially declared disaster

Date Event Occurred:	Due to (example: fire, flood, storm):
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Damage occurred to the following: (Please be specific re: building and unit damage; include BIN).

Provide steps owner has taken. For example, contacted insurance adjustor, met with insurance adjustor, relocated tenants, etc.

Were tenants displaced/relocated due to the casualty loss event? If so, please provide specifics.

Preliminary Target Date for having all repairs completed: _____ If additional time is needed, complete State Form #7, Owner's Request for an Extension and/or Workout Plan.	*Owner/Agent is responsible for providing monthly updates to KHRC via Procorem until all repairs are complete.
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Owner/Agent's Printed Name	Signature	Date
Contact Phone #	Contact FAX	Email Address

Note: Section 1001 of Title 18 of the U.S. Code makes it a criminal offense to make willful false statement or misrepresentations to any Department or Agency of the United States as to any matter within its jurisdiction.

State Agency Approval:

Director/Senior Physical Inspector, Housing Compliance Division:	Date:
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