

# Sample

## Mark-to-Market Notice to Potential Purchasers

Form 3.2

\_\_\_\_\_ *(Date)*

To: All Interested Parties

From: \_\_\_\_\_ *(Project Owner)*  
\_\_\_\_\_ *(Project name and address )*  
\_\_\_\_\_ *(Project Number)*  
\_\_\_\_\_ *(Section 8 Expiration Date)*

The property known as \_\_\_\_\_ *(Project name)* at \_\_\_\_\_ *(Project address)* is being offered for sale. (Describe the project, including use restrictions.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Under the Mark-to-Market Program, this sale is a:

- ž voluntary sale, and any bona fide offer to purchase the property can be immediately considered.
- ž mandatory sale, and the owner can accept purchase offers only from priority purchaser groups (defined as tenant organizations, tenant-endorsed community-based nonprofit organizations, and tenant-endorsed public agency purchasers) for the four months from *(date of this Notice)* to *(ending date of the 4 month priority purchase period)*. At the end of this period, any bona fide offer to purchase the property can be considered.

To submit an offer for this property, you must *(describe procedure for submitting offers)*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Questions about this notice may be directed to *(contact name and phone number for owner)* or *(contact name and phone number for PAE)*.

Public reporting burden for this collection of information is estimated to average 0.5 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This information is required to obtain benefits. The office of Multifamily Housing, Office of Affordable Housing Preservation 451 7th Street SW, Room 6216 6230 Washington, DC 20410. HUD may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number. Title V of the Departments of Veterans Affairs and Housing and Urban Development and Independent Agencies Appropriations Act of 1988 (P.L.106 65, 111 Stat. 1384) authorizes the FHA Multifamily Housing Mortgage and Housing Assistance Restructuring Program. HUD implemented a statutory permanent program directed at FHA-insured multifamily projects that have project-based Section 8 contracts with above-market rents. The information collection is used to determine criteria eligibility of FHA-insured multifamily properties for participation in the Mark to Market program and the terms on which participation should occur. The purpose of the program is to preserve low-income rental housing affordability while reducing the long-term costs of Federal rental assistance. While no assurances of confidentiality are pledged to respondents, HUD generally discloses this data only in response to a Freedom of Information request.