

# Permission to Occupy Project Mortgages

U.S. Department of Housing  
and Urban Development  
Office of Housing  
Federal Housing Commissioner

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This information is being collected under Public Law 101-625 which requires the Department of to implement a system for mortgage insurance for mortgages insured under Sections 207,221,223,232, or 241 of the National Housing Act. The information will be used by HUD to approve rents, property appraisals, and mortgage amounts, and to execute a firm commitment. Confidentiality to respondents is ensured if it would result in competitive harm in accord with the Freedom of Information Act (FOIA) provisions or if it could impact on the ability of the Department's mission to provide housing units under the various Sections of the Housing legislation.

Project Name	Project Number
Project Location	Request Number

## Request for Permission to Occupy

Federal Housing Administration

Permission is requested for the occupancy of (Number) \_\_\_\_\_ living units identified as

and located in (Describe structure, wing, entrance, etc.)

All work in connection therewith has been substantially completed and all of the above-described living units are suitable for occupancy, with the fixtures and equipment installed and in operating condition. Light, heat, water, gas, and sanitary services have been connected and available for use. The premises have been inspected by the public authorities having jurisdiction and permission to occupy granted by them as evidenced by the certificates attached hereto. Safe and adequate approaches to the site and the aforesaid living units have been provided, including temporary or permanent guard rails, barricades, walks, lights, and other provisions necessary to the protection of tenants and the public. Proposed rental schedules or monthly charges in triplicate and mortgagor's proposal for management of the project and compensation to be paid therefor, if and as requested by corporate charter have been or are herewith submitted.

\_\_\_\_\_  
Mortgagor  
Date (mm/dd/yyyy) \_\_\_\_\_ By \_\_\_\_\_

## Architect's Certificate of Substantial Completion

I have inspected the units listed above and have found construction to be sufficiently complete and in accordance with contract requirements so that owner may occupy the above described living or service units for the uses intended. I have examined all required certificates of permission to occupy as issued by public authorities having jurisdiction and found same to be in proper order.

\_\_\_\_\_  
Architect  
Date (mm/dd/yyyy) \_\_\_\_\_ By \_\_\_\_\_

## Contractor's Certification

This is to certify that all work or correction necessary to complete the above-described living units in accordance with the contract requirements and in a manner acceptable to the Federal Housing Administration will be performed without delay and at no additional cost regardless of adverse conditions resulting from the occupancy of the aforesaid living units.

\_\_\_\_\_  
Contractor  
Date (mm/dd/yyyy) \_\_\_\_\_ By \_\_\_\_\_

## Mortgagee's Statement

Federal Housing Administration

All insurance risks have been covered in conformity with Federal Housing Administration Hazard Insurance requirements issued in connection with this project. The above request is acceptable to the undersigned.

\_\_\_\_\_  
Mortgagee  
Date (mm/dd/yyyy) \_\_\_\_\_ By \_\_\_\_\_

To (Name of Mortgagee, Street Address, City, State, Zip):

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**FHA Inspection Report**

Examination of the living units described above, including the available means of access thereto, reveals they are suitable for occupancy with the exception of those enumerated below, which are considered unsuitable for occupancy at this time for the reasons stated.

Inspected \_\_\_\_\_ (Date mm/dd/yyyy) By \_\_\_\_\_  
 Architectural  Construction Representative

Approved  as reported above;  as modified by me \_\_\_\_\_  
 Chief Architecture & Engineering Section  Deputy

Approved: Date \_\_\_\_\_ ( mm/dd/yyyy) By \_\_\_\_\_  
 Chief Underwriter;  Assistant Director for Technical Services  Deputy

**Permission to Occupy**

Permission is granted for the occupancy of the living units identified on the FHA Inspection Report portion of this form as suitable for occupancy. It is understood that this does not constitute and shall not be construed as acceptable of construction and that completion of these living units in accordance with the contract documents is essential and will be performed prior to acceptance of the construction.

Federal Housing Administration,

By \_\_\_\_\_  
(Authorized agent)

Date (mm/dd/yyyy) \_\_\_\_\_