

Colorado Housing and Finance Authority
Notification of Change in Contact Information

Property Name: _____

CHFA requests that owners report changes in contact information and/or property management company changes within 30 days of the change. This form is also sent annually to ensure that CHFA has the most up-to-date information. **Owners receiving this request at year-end are asked to return the completed form even if no changes have occurred.**

There are no changes to report at this time.

Please be advised that the contact information for the above property has changed/is changing. The change was/will be effective on (date): _____.

New Management Company (include address): _____

Contact Name: _____ Phone No.: _____

Email Address: _____

New Site Contact (Name): _____

Phone No.: _____ Email Address: _____

The Owner Contact information (include address): _____

Contact Name: _____ Phone No.: _____

Email Address: _____

The Investor/Limited Partner Contact information (include address): _____

Contact Name: _____ Phone No.: _____

Email Address: _____

Mailing Address for (circle one): **Management** **Owner** **Investor** **Site**

I certify that the information above is true and correct.

Signature of Authorized Agent

Title

Date