

**Affirmative Marketing Compliance
Questionnaire**

August 28, 2013

Dear Borrower/Property Manager:

A separate questionnaire must be filled out for each calendar year, beginning with the year in which the construction work was completed. The information provided below is for the last calendar year.

Property Owner: _____

Property Address: _____

Management Company Name & Address (including City, State and Zip Code):

Number of Units in the Property: _____

Number of Vacancies During this year: _____

Number of Vacancies Leased During the Year: _____

**IF YOU DID NOT HAVE ANY VACANCIES DURING THIS YEAR,
PLEASE ANSWER ONLY QUESTIONS 2 AND 8 BELOW.** **Circle One**

1) During the year did you lease your vacancies to applicants outside of the Housing Authority wait list? Yes No

2) Is the Equal Housing Opportunity logo displayed wherever rentals and showings take place (i.e., Rental Office, Model Unit, etc.)? Indicate location(s): Yes No

3) Did the Equal Housing Opportunity logo or statement appear in all of your advertisements for vacant units? Yes No

If yes, do you have copies of these advertisements? Yes No
Please attach copies of advertisements.

4) Did you advertise all vacancies in newspapers or other media? Yes No

If yes, circle the selection(s) below and/or provide name of other media, and please attach copies to this questionnaire:

- | | | |
|-----------------------------------|------------------------|------------------|
| Anons Russian Community Newspaper | Apartment Rental Guide | Apartment Guide |
| Craigslist | Apartments for Rent | Carmichael Times |
| El Informe Libre | Daily Recorder | El Hispano |
| Pennysaver | Elk Grove Citizen | Hải Vân News |
| Sacramento Gazette | Philippine Fiesta | Sacramento Bee |
| Other _____ | Sacramento Observer | Senior Outlook |
| _____ | | |

5) Are you on the 211 Sacramento Community Resource List (formerly InfoLine Sacramento, www.211sacramento.org, Phone 916-498-1000 or 800-500-4931)? Yes No

6) Did you take any other actions to affirmatively market your vacancies (e.g., correspond with community groups)? Yes No
If yes, indicate what action(s) were taken:

7) Did you use the same, standard application form for all your vacancies? Yes No

Did you note the reason for denial on all rejected applications? Please provide number rejected during the year: _____ Yes No

Are you maintaining applications for a period of three (3) years? Yes No

8) Did you receive any correspondence relating to allegations of discrimination? Yes No

If yes, do you have copies of this correspondence on file? Yes No

Please attach copies of correspondence.

**I/We hereby certify that the information in this questionnaire is true and correct.
I/We consent to verification being obtained from any source herein.**

Signature of Borrower or Authorized Representative

Date

Signature of Borrower or Authorized Representative

Date

Warning: Title 18, Section 1001 of the U.S. Code states that a person is guilty of a felony for knowingly and willingly making false or fraudulent statements to any department of the United States Government.

