

# Sample

## Mark-to-Market Form 5.1 Waiver Request - Exception Rents 20 % of Annual PRA Limitation

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

To: \_\_\_\_\_ *(OAHP Official)*

Exception rents may be approved for up to 20% of the expiring units covered by each Portfolio Restructuring Agreement (PRA) per fiscal year (September 30). We are requesting a waiver of that 20% limitation. The rationale for the waiver request is contained in the attached memorandum.

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It is expected that the number of projects requiring exception rents will exceed the 20% limitation during this fiscal year:

1. Estimated total units assigned with expiring Contracts<sup>1</sup> (interim or basic) this fiscal year: \_\_\_\_\_
2. Number of units approved (OAHP signed Restructuring Commitment) or projected to be approved this fiscal year, which will require exception rents: \_\_\_\_\_
3. Percentage of units requiring exception rents \_\_\_\_\_

\_\_\_\_\_ *(Name of PAE)*

By: *(Signature of Project Manager)*  
*(Title of Official)*

**Approved/Disapproved:**

Deputy Assistant Secretary for OAHP

Signature

Date

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<sup>1</sup> Exclude units covered under Out-year contracts