



Financial Statement Requirements

February 7, 2017

The Arizona Department of Housing has established minimum requirements for the types of financial statements it receives depending on the type of financing it has provided for multi-family properties. These requirements (listed below) are outlined in the Financial Statements Requirements document and located on the ADOH website at the following link:

<https://housing.az.gov/documents-links/forms/asset-management>

| Property Type and/or Note Type | Audited | Unaudited* |
|--|---------|------------|
| 9% or 4% LIHTC – 1 st 15 Yrs | X | |
| 9% or 4% LIHTC – Yrs 16-30, no ADOH loan | | X |
| ADOH Loan – Set Payment or Cash Flow Note –50 or more units, w/ or w/o LIHTC | X | |
| ADOH Loan – Set Payment or Cash Flow Note – less than 50 units, no LIHTC | | X |
| ADOH Loan – no payment until maturity | | X |

*Must be prepared on an accrual basis and, at minimum, consist of a balance sheet, income statement and cash flow statement.

If more than one situation applies, creating a conflict in the type of financial statement that is required, the audited financial statement is required.

Developers and/or Borrowers may have other financing sources that require audited financial statements. **ADOH’s requirements do not take precedence over the requirements of other funding sources.** Thus, if another funding source requires audited financial statements while ADOH may require an unaudited statement, then the audited statement is acceptable to ADOH.

Financial Statements are required to be submitted to ADOH through the following portal:

<https://housing.az.gov/portals/document-upload-portals/financial-statements-compliance-documents-upload-portal>

Audited Financial Statements and Single Audits are no longer accepted in paper form as of March 31, 2016 pursuant to IB 06-16.