



735 E. Michigan  
Avenue P.O. Box 30044  
Lansing, MI 48909

**PERMISSION TO OCCUPY**  
**Execute (5) Five Sets and Submit to MSHDA**

Date: \_\_\_\_\_  
MSHDA No.: \_\_\_\_\_  
Development: \_\_\_\_\_  
Mortgagor: \_\_\_\_\_  
Contractor: \_\_\_\_\_

**Mortgagor's Request**

Permission is requested for the occupancy of \_\_\_\_\_ dwelling units identified as

All dwelling units are suitable for occupancy. The premises have been inspected by those public authorities having jurisdiction, and permission to occupy has been granted as evidenced by the certificates annexed hereto. Any proposed revisions to the previously approved schedules of rents or carrying charges and estimated annual expenses are being submitted simultaneously with this request. The required insurance per the Building Loan Agreement of \_\_\_\_\_ is in effect.

\_\_\_\_\_  
Sponsor / Mortgagor By: \_\_\_\_\_ (date)

**Inspecting Architect's Certification**

I have completed an inspection of the subject units and prepared and presented to the Contractor a listing (punch list) of items to be completed or corrected. All dwelling units are suitable for occupancy with the exception of:

\_\_\_\_\_  
Architect By: \_\_\_\_\_ (date)

**Contractor's Certification**

This certifies that all work in connection with the subject units has been substantially completed, and we have received from the Inspecting Architect a listing of items to be completed or corrected. Everything required for safe occupancy, domestic use, safe and adequate approaches to the site and the aforesaid dwelling units have been provided, including such other provisions as are necessary for the protection of the occupants and public and to insure uninterrupted access during the period any portion of the development is under construction. These units are ready to be released from our custody, and any additional work or correction necessary to complete them strictly in accordance with the Contract Documents and in a manner acceptable to MSHDA will be performed without delay and at no additional cost to the Mortgagor.

\_\_\_\_\_  
Contractor By: \_\_\_\_\_ (date)

**MSHDA Construction Specialist's Report**

Examination of the subject dwelling units, including the available means of access, reveals the Mortgagor's request regarding permission to occupy to be proper with the exception of the following units:

\_\_\_\_\_  
MSHDA Construction Specialist (date)

**Approval of Mortgagor's Request**

Permission is granted for the occupancy of the dwelling units identified on the MSHDA Inspection Report portion of this form. It is understood that this inspection does not constitute and shall not be construed as constituting a final inspection such as must be made to determine acceptable completion of construction in accordance with the Contract Documents.

**MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY**

\_\_\_\_\_  
MSHDA Design & Construction Manager (date)