Special Claims for Debt Service

U.S. Department of Housing and Urban Development
Office of Housing

OMB Approval No. 2502-0182
(exp. mm/dd/yyyy)

Instructions **Follow guidelines in the Special Claims Guide and TRACS MAT Guide**		Project Name			Project Number	Contract Number
Unit Number	Unit Size (no. of Bedrooms)	Period Vacant		No. of days vacant (1)	Daily debt svc attributed to that unit from HAP contract (exhibit 2) (2)	Amount Claimed (column 1 x column 2) (3)
		From (date)	To (date)			
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
	A Total					
	B Enter operating loss from HUD-92410					
	C Enter **lesser of A or** B. Also enter in column 7 of HUD 52670-A Part 2.					

I certify: (a) Units are in decent, safe, and sanitary condition, and are available for occupancy during the vacancy period in which the payments are claimed. (b) I took all appropriate actions to market and fill the vacant units. (c) The project shows a net operating loss on an unaudited form, HUD-92410 Profit & Loss Statement. Owner's printed name, signature and date

Warning: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§ 287, 1001, 1010, 1012; 31 U.S.C. §§ 3729, 3802).

HUD Contract Administrator Review
❑ Claim approved
Claim adjusted. Reason:
❑ Claim denied. Reason:
Official's name, signature and date

Claim ID:

This form must be completed so HUD can pay owners an amount to help the contract remain viable during lengthy vacancy periods.

Regulations require that owners complete this form using statutory formulas for calculating vacancy loss payments.

The statutes requiring the submission are S8, United States Housing Act (42 U.S.C. 1437 f), Section 202 of the Housing Act of 1959 as amended by Section 801 of the National Affordable Housing Act (12 U.S.C. 1701(g), and Section 811 of the National Affordable Housing Act (42 U.S.C. 8013). The regulations stipulating these rules are: 24 CFR 880, 881, 883, 884, 886, and 891. The administrative requirements for these forms are provided in HUD Handbook 4350.3, Rev. 1, Chapter 9.

The public reporting burden for this collection of information is estimated to average 1.33 hours per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. Comments regarding the accuracy of this burden estimate and any suggestions for reducing this burden can be sent to U.S. Department of Housing and Urban Development, Office of the Chief Data Officer, Department of Housing and Urban Development, 451 Seventh Street SW, Washington, DC 20410. Do not send completed forms to this address. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the

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collection displays a valid OMB control number. HUD collects this information to improve financial controls over HUD's Multifamily Housing programs. HUD uses this information to review the accuracy of funds requested by owners/agents for special claims payments related to unpaid rent and/or tenant damages. This information is mandatory pursuant to the U.S. Housing Act of 1937, as amended. This information collected will not be held confidential. No assurances of confidentiality are provided for this information collection, but HUD will not disclose data on a specific project or tenant, except as required by law.

Previous versions obsolete

form **HUD-52671-D** (06/2024)
ref HB 4350.3 REV-1, TRACS MAT Guide

[Pending OMB Approval v 06/ 11 /2024]

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