Occupancy Waiver Request Form

Name: _____ Date: _____

Home Phone: _____ Work Phone: _____Cell Phone: _____

Property Address: _____

_____

Mailing Address: _____

_____

Is the property vacant? _____ If so, how long has it been vacant? _____

If not, who resides in the property? _____

When did they begin to occupy the home? _____

If the property is rented, have you converted the homeowner's insurance to landlord insurance? _____

Is the property listed for sale with a real estate agent? _____

If so, please include a copy of the Listing Agreement and the name and phone number of the agent.

What are the reasons you have found it necessary to vacate the property?

_____

_____

What are your plans for the property? _____

_____

According to the documents you signed at closing, the property must be owner occupied. However, if you find it necessary to vacate and/or rent the home, you must request a waiver of the occupancy requirement.

I am requesting a waiver of the occupancy requirement.

Signature _____

Please mail the completed form (and listing agreement, if applicable) to:

Montana Board of Housing - Mortgage Loan Servicing

P. O. Box 200550 Helena, MT 59620