

EXHIBIT “F”
REPORTING REQUIREMENTS

NORTHERN NEW ENGLAND HOUSING INVESTMENT FUND

The General Partner will prepare, or cause to be prepared, and shall provide to the Fund the following reports. The Fund would prefer that this information be provided in an electronic format but will accept hard copy:

A. During Construction

1. Monthly requisitions for construction loan draws (including AIA form G702)
2. Monthly updated Total Development Budget, with revised estimates for cost to complete
3. Periodic schedule of values
4. All change orders and lien waivers and change order summary log
5. Relevant correspondence by architect, construction manager, consulting engineer or HFA inspector
6. Within 30 days after calendar quarter end quarterly questionnaire certified by General Partner (*NNEHIF form*)

B. Upon Completion of Construction

1. Certificate of Occupancy
2. Certificate of Substantial Completion
3. Monthly as of the end of each month Initial Qualified Occupancy Summary (*NNEHIF form*)
4. Within 90 days Cost Certification and Credit Basis Report
5. Within 90 days Form 8609 from Housing Finance Authority
6. At 100% lease-up leasing compliance certification required by state, detailing all initial qualifying tenants: Compliance Certification-Tenant Information Format (ME) or Qualified Basis Tracking Sheet (NH)
7. At 100% lease-up copies of all initial qualifying tenant files

C. Quarterly

1. Within 30 days after calendar quarter end unaudited Quarterly Financial Reports for preceding quarter to include:
 - a. quarterly questionnaire certified by General Partner (*NNEHIF form*)
 - b. balance sheet and income & expense statement (accrual based)
 - c. accounts payable and accounts receivable aging reports
 - d. quarter-end rent roll
 - e. occupancy status report (*NNEHIF form*)
 - f. accounting for reserves deposits, withdrawals and balances (detailed by type of reserve: copy of bank statement is acceptable)
 - g. other Development information as may be requested

D. Annually

1. Within 30 days after due date copies of all required annual submissions to State HFA, including owner's certification and leasing compliance report
2. By February 15th submission of draft federal income tax return with supporting documents are due to NNEHIF's accountants Otis, Atwell in South Portland, ME
3. By March 1st submission of partnership's audited financial statements are due to Otis, Atwell
4. By March 1st certification by General Partner regarding disclosure of any violations
5. By March 15th submission of federal income tax return to the Fund
6. By November 30th submission of partnership's operating budget and proposed rent schedule for the next year
7. Proof of payment of real estate taxes and renewal of property insurance, preferably by anniversary date of tax cycle and policy term
8. Financial statements of Developer, Sponsor and/or General Partner, preferably within 90 days of subject's fiscal year end
9. Copies of any reviews and site inspection reports by state HFA or first mortgage lender conducted in current year
10. Copies of any notice of default or findings of non-compliance, including IRS Form 8823, and any notice of pending IRS audit or recapture of tax credits.

E. Other reports as may be reasonably required by the Fund.