

WEEKLY MARKETING REPORT

To: _____
Asset Manager

Date

From:

Project Name -

CHFA # -

GENERAL INFORMATION

Total No. of Units _____

Date Rent-up Began _____

Date Occupancy Began _____

MARKETING INFORMATION

FOR THE WEEK BEGINNING _____

ENDING _____

Total No. of Units Ready for Occupancy _____

Total No. of Units Leased _____

Total No. of Units Occupied _____ % Occupied _____

Total No. of Move-ins _____

Total No. of Move-outs _____

Total No. of Applications Received _____

Total No. of Applications Being Processed _____

Total No. of Applications Rejected _____

Total No. of Anticipated Move-ins (next 30 days) _____

Total No. of Anticipated Move-outs (next 30 days) _____

AFFIRMATIVE ACTION DATA FOR OCCUPIED UNITS

No. of White _____ No. of Black _____ No. of Hispanic _____ No. of Other _____

No. of Market Rate _____ No. of Qualified _____ No. of Affordable/LIHTC _____

No. Over 150 % of Median _____

HISTORICAL DATA FOR THE YEAR TO DATE

Total No. of Applications Received _____

Total No. of Move-Ins _____

Total No. of Move-Outs _____

Comments: