



Main Office - Department of Housing (DOH)
264 Harbor Blvd., Building A, Belmont, CA 94002-4017

Housing & Community Development (HCD)
Tel: (650) 802-5050

Housing Authority of the County of San Mateo (HACSM)
Tel: (650) 802-3300

Board of Supervisors:

Jackie Speier
Noelia Corzo
Ray Mueller
Lisa Gauthier
David Canepa

Director:
Raymond Hodges

HACSM Executive Director:
Debbie McIntyre

ANNUAL MONITORING DISCLOSURE

Congratulations on the purchase of your new home. As a Borrower under the County's Stone Pine Cove Loan Agreement, Restrictions and Security Agreement ("Agreement"), you have agreed to occupy your new home as your principal place of residence. **This does not preclude you from selling your home in compliance with the requirements of the Agreement before the twenty-year term ("Term") is completed.** At the end of the Term, your loan will be forgiven if you have complied with the terms of the Agreement.

Each year the County will conduct an Annual Occupancy Certification Survey ("Survey") to verify that you are the owner and occupant of 830 Stone Pine Road, # _____, Half Moon Bay, CA 94019. We will ask you to provide the following information upon receipt of the Survey.

1. Your most recent utility billing statement. (Phone, Cable, Gas, Electric, etc.) The billing statement must display your name and address.
2. Your most recent Fire Insurance Declaration Page. Insurance coverage must maintain the County of San Mateo, Department of Housing ("DOH") as a **Lender Loss Payee**.
3. Your most recent property tax billing indicating property taxes are current.

The requested documents must be returned to the County within 30 days of receipt of the Survey.

I have read this document and understand the terms of our Agreement. I agree to provide the above information annually as part of the Annual Occupancy Certification Survey

BORROWER NAME Date

BORROWER NAME Date

BORROWER NAME Date

BORROWER NAME Date