



Tennessee Housing Development Agency

Andrew Jackson Building Third Floor
502 Deaderick St., Nashville, TN 37243

Bill Lee
Governor

Ralph M. Perrey
Executive Director

MEMORANDUM

TO: Interested 202 TN HTF Capacity Building Program Applicants

FROM: Toni Shaw, Housing Program Manager

RE: Certificate of Existence

DATE: August 1, 2024, 2024

This memo is to provide clarification with regard to the required date of submission of the Certificate of Existence from the Tennessee Secretary of State. The Certificate of Existence must be submitted within 30 calendar days of the application submission date not the application due date as previously communicated. As an example, if the application is dated and submitted August 3, 2024, the Certificate of Existence needs to be dated within 30 calendar days of August 3, 2024.

For questions, please contact Toni Shaw at tshaw@thda.org or 615-815-2034.

Thank you.



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