SPECIAL-NEEDS VACANCY REPORT
Tracking Your Special-Needs Commitment Marketing Efforts

Property Name: _____ **OID #:** _____ **Reporting Period:** _____

Check One Only: ☐ (**L**) Large Household   ☐ (**D**) Disabled   ☐ (**F**) Farm Work

Unit #	Vacancy Date	Rent Ready Date	Date Rented	# of Days Vacant after Rent Ready	Household Met Special -Needs Commitment Requirements Yes/No?	
					☐ Yes	☐ No
					☐ Yes	☐ No
					☐ Yes	☐ No
					☐ Yes	☐ No
					☐ Yes	☐ No
					☐ Yes	☐ No
					☐ Yes	☐ No
					☐ Yes	☐ No
					☐ Yes	☐ No
					☐ Yes	☐ No
					☐ Yes	☐ No
					☐ Yes	☐ No
					☐ Yes	☐ No
					☐ Yes	☐ No
					☐ Yes	☐ No
					☐ Yes	☐ No

A Special-Needs Vacancy Report (with supporting documentation) must be submitted with the annual report (Part B/Table 1) when a property did NOT meet a Special-Needs commitment at the end of the year. Please use a separate form for each commitment that was NOT met. (See Special-Needs Vacancy Report Instructions)