



# Portland Housing Bureau

Return completed form, with attachments to:

E-mail: [indirect@portlandoregon.gov](mailto:indirect@portlandoregon.gov)

For additional information:

[www.portland.gov/phb/sdc-exemption](http://www.portland.gov/phb/sdc-exemption)

Phone: 503-823-3270

Fax: 503-865-3479

**PHB SDC Exemption Program**  
1900 SW 4<sup>TH</sup> AVE, STE 7007  
Portland, OR 97201

## SDC Demand Statement Request

*Please allow up to ten business days to receive the Demand Statement.*

Complete this document to request a Demand Statement from PHB to release Regulatory Agreement from title

### I. PROPERTY AND TRANSACTION INFORMATION

Property Address (street and zip):		Name of Condominium (if applicable):	
Seller		Purchase Price: \$	Target Closing Date:
Legal Description (Lot, Block and Addition – Attach Exhibit if Necessary):		Property Tax ID / R Number:	

### II. HOMEBUYER INFORMATION

Buyer Name (include Jr. or Sr. if applicable):		Co-Buyer Name (include Jr. or Sr. if applicable):	
Buyer(s) Current Mailing Address:		Buyer(s) Email Address:	

### III. ESCROW INFORMATION

Complete contact information for the party who will receive SDC Demand Statement and Release.

Escrow Officer:	Escrow Number:
Title Company:	Phone Number:
Street Address	Email Address:
City, St and Zip:	Fax Number:

Check all boxes that apply below:

- Property will be non-owner occupied
- Homeowners do not wish to provide income information and have stated they are over income (\$106,500 1-4, increases for 5 and more)
- Sale price is over cap of \$455,000
- This is a cash sale
- Release approved by PHB SDC Administrator

**Please send me a Demand Statement with any repayments due to release the Regulatory Agreement recorded on this property.**

\_\_\_\_\_  
Signature of Escrow Officer or Assistant

\_\_\_\_\_  
Date