

HOUSING TAX CREDIT COMPLIANCE TRAINING

Instructed by Wendy Quackenbush, Manager of Compliance Monitoring, TDHCA

and

FUNDAMENTALS OF PROPERTY MGMT. TRAINING

Instructed by Susan Weston

April 17-18-19 — Abilene, Texas

HOUSING TAX CREDIT

SEMINAR TOPICS:

FEDERAL PROGRAM RULES

THE AVAILABLE UNIT RULE

TRANSFERS

STUDENT ELIGIBILITY REQUIREMENTS

RECORD RETENTION

ESTABLISHING HOUSEHOLD ELIGIBILITY

RECERTIFICATIONS

ADDITION OF HOUSEHOLD MEMBERS

ELIGIBLE BASIS | FEES

ONSITE MONITORING VISITS

RENTS

UTILITY ALLOWANCES

LEASE REQUIREMENTS

UNIFORM PHYSICAL CONDITION STANDARDS

FUNDAMENTALS OF PROPERTY MANAGEMENT

SEMINAR TOPICS:

LEGAL ISSUES

RETENTION & DISPOSAL OF RECORDS

MAINTAINING THE PROPERTY

MARKETING & LEASING FILES

RESIDENT SELECTION PLAN

WAITING LIST

HOUSING QUALITY INSPECTIONS

LEADERSHIP & MANAGEMENT

CONTROLLING EXPENSES

AND

MUCH MORE

HOUSING TAX CREDIT COMPLIANCE | APRIL 17

FUNDAMENTALS OF PROPERTY MGMT. | APRIL 18-19

Holiday Inn Abilene – North College Area

3525 West Lake Road

Abilene, Texas 79601

Phone: 325.673.1400

Sleeping Room Reservations | \$93

(includes breakfast buffet)

Cut-off date for sleeping rooms: March 31st

Seminars are open to both RRHA of Texas members and non-members. For your convenience, a registration form is on the back of this flyer.

Please email office@rrhatx.com or call 254.778.6111 with any questions.

*** ALL 3 DAYS OF CLASSES WILL BE HELD AT THE
HOLIDAY INN ABILENE – NORTH COLLEGE AREA**

**A COMPLETION CERTIFICATE WILL BE GIVEN
AT THE END OF EACH CLASS**

RRHA of Texas | 2 North 9th Street, Suite B | Temple, Texas 76501

Phone: 254.778.6111 | Fax: 254.778.6110 | office@rrhatx.com

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REGISTRATION: 8:00 A.M. | SEMINAR: 8:30 A.M.—4:30 P.M.

Name: _____

Project/Company Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Email Address: _____

- HOUSING TAX CREDIT (04/17/18) \$100 - RRHA Member \$120 - RRHA Non-Member
 FUNDAMENTALS OF PROPERTY MGMT. \$215 - RRHA Member \$245 - RRHA Non-Member

These courses may be subject to cancellation, with full refunds, if we do not pre-register a minimum of 20 course participants at least 10 days prior to the beginning of the seminar. Substitution of persons will be permitted. In the event of an individual's cancellation, a full refund will be made if written notification is received in the Association Office, at least one day prior to the event.

BILL MY ACCT. CHECK MASTERCARD VISA AMERICAN EXPRESS

PO# (if applicable): _____ *Make checks payable to:* RRHA of Texas

Card Number: _____

Exp. Date: _____ Card Code: _____

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Cardholder Signature: _____

RETURN FORM TO: RRHA of Texas | 2 North 9th Street, Suite B | Temple, Texas 76501

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