



The Oregon Affordable Housing Management Association Presents

Elderly Bond Occupancy Focus Class

Friday, November 3, 2017, 9 a.m. to 4:30 p.m.

Salem Convention Center (SCC), **Salem**

Designed for those who are responsible for Elderly Bond compliance and appropriate for all Elderly Bond owners, agents, supervisors, and property managers, this class offers a review and discussion of the OHCS Elderly Bond Compliance Manual providing insight and guidance to help you stay in compliance with Bond regulations and OHCS compliance expectations.

Topics of discussion include:

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| Bond Compliance Overview | Regulatory and Operating Agreements |
| OHCS Bond Inspection Process | Reserve Accounts |
| File Organization and Maintenance | Waivers |
| Income and Asset Determination | Required Forms |
| Tenant Income Certifications | Required Reporting |
| 512 Forms, Tax Returns and Bank Statements | Vacancy |
| Set Aside Information and Tracking | Common Bond Questions and Compliance Concerns |
| Rents and Fees | Consequences of Non-compliance |

Our Trainer: Jennifer Marchand, Multifamily Program Compliance Technical Advisor, OHCS

Jennifer Marchand joined OHCS in 2003 as a Compliance Officer working with LIHTC, HOME, Section 8, Riskshare, Bond and OAHTC properties. Jen is an experienced continuing education instructor and also serves as an agency liaison to the Oregon AHMA Board of Directors.

Date & Time of Class: Friday, November 3, 2017, 9 a.m. to 4:30 p.m.

Location: Salem Convention Center, 200 Commercial Street, Salem; complimentary parking is available under the building

Class Registration Fees: AHMA members: \$85; Non-members: \$130;

Coming the night before? The Grand Hotel (adjacent to SCC) is offering a special guestroom rate of \$129 for a Deluxe King room **or**, a room with two Deluxe Queen beds, single/double occupancy. To make your reservation, please call toll free 1-877-540-7800. When you call, identify yourself as a member of the Oregon AHMA group.

Refreshments: Light breakfast when you arrive; lunch buffet at noon

To Register: Email the completed form to oregonahma@frontier.com **OR**, fax it to 503-992-0853

Payment Procedure:

- **WE DO NOT INVOICE.**
- Send your check to Oregon AHMA, P.O. Box 1135, Forest Grove, OR 97116; **OR**, call the AHMA office with a credit card, 503-357-7140; **OR**, use PayPal on our website: http://www.oregonaffordablehousingmanagement.com/education_schedule.htm
- **Payment must be made IN FULL by the date of the class.**

Final Registration/Refund Deadline: Friday, October 27. You are welcome to substitute a student anytime!

Questions? Contact Oregon AHMA Director Maggie Meikle at oregonahma@frontier.com or, by telephone, 503-357-7140.

Please fill out the requested information:

Name _____ Name _____

Name _____ Name _____

Name _____ Company _____

Contact Person _____ Email _____