

Recession Buster Savings

PMCS ICAP
& PAWA House Service Bureau
SERVICES AND SOLUTIONS FOR PROPERTIES OF ALL SIZES

\$99.00 Seminars

JANUARY – MAY 2010 HUD MULTIFAMILY HOUSING REGULATIONS TELEPHONE SEMINAR SCHEDULE

Go Green! Save Time!

**Materials are emailed in Word – no need to print!
Add your notes and save them electronically!**

All Classes are Eastern Standard Time

- **Basics - Certs and Vouchers:** *Types and timing of 50059s; understanding vouchers and adjustments.*
March 4, 11-12:30
- **Waiting Lists:** *Find out how you can ensure that your Waiting List is updated and compliant.*
March 23, 11-12:30
- **Basics - Verification, Income/Assets/Expenses:** *What counts, what doesn't, and reviewing verification requirements.*
April 6, 3-4:30
- **Limited English Proficiency (LEP):** *What is required for creating a Language Access Plan (LAP)? Where are the best resources?*
April 8, 11-12:30
- **PRAC Regulations and Procedures:** *How PRACs work, as well as tips on certs, files and vouchers. Bring your questions and issues!*
May 4, 3-4:30
- **Basics – TRACS/iMAX:** *New to TRACS/iMAX or need a refresher? Learn how to file transmissions work and how to prioritize and fix discrepancies.*
May 5, 3-4:30
- **HUD's Secure Systems (WASS):** *Registration and implementation of systems other than EIV.*
May 6, 11-12:30
- **Subsidy Termination and Eviction:** *When and how to terminate tenant subsidy and reinstate it; when and how to evict tenants.*
May 18, 11-12:30

**JEANETTE CLAUS, CPA, COS, TACCS
DIRECTOR OF PMCS**

Jeanette is a Certified Public Accountant with twenty-eight years of accounting, management, contract administration and Affordable Housing Industry experience. She is a passionate speaker, who deals daily with the obstacles encountered on all sides of the Affordable Housing spectrum, and takes an active role in trying to facilitate efficient solutions.

**BONNIE WILPON, COS, STAR
ASSOCIATE DIRECTOR**

Bonnie has trained and consulted with site staff, management companies, tenant associations and CAs, as well as AHMA and AAHSA groups for over 15 years. Don't miss her easy-to-understand, entertaining and information-packed training style.

**CORBIN DUMONT, COS
HUD COMPLIANCE
CONSULTANT AND TRAINER**

Corbin has been employed in the Multifamily and Rural Housing industries for over 7 years, working closely with site managers, CAs and HUD. His classes are informative, interactive and sure to enhance your Affordable Housing knowledge base.

Featured Class Register TODAY!!

- **Enterprise Income Verification (EIV):** *You've heard all about it; now learn how to use it! Income verification, applicant checking, and more!*
February 24, 11-12:30
March 30, 3-4:30

PMCS Telephone Seminars:

\$99.00 per person; the Conference Call is toll-free.

Our fee includes one certificate of completion for continuing education credit for one individual.

YES, THESE SEMINARS ARE HUD-ALLOWABLE EXPENSES!

Training Materials are Included: **Materials & confirmation will be sent via e-mail, two days prior to each training.** Registration (forms and fees) deadline: **Five working days prior to the class. Please note: Payment MUST be made prior to each seminar.**

Cancellations for individually registered seminars up to ten working days prior to individual seminars are refundable, minus a \$25 cancellation fee. Cancellations for seminar series registrations up to ten working days prior to the first seminar in the series are refundable, minus a \$25 cancellation fee. Absolutely no refunds for no-shows. PMCS reserves the right to cancel classes for lack of registrations; in this case, you will receive a refund or your choice of another class.

MAIL YOUR CHECK WITH THIS ORDER FORM TODAY!

**All classes are EASTERN STANDARD TIME
Please list all of the classes you will be attending**

Participant Name	Class #'s	
Participant Name	Class #'s	
Participant Name	Class #'s	
Participant Name	Class #'s	
Participant Name	Class #'s	
Participant Name	Class #'s	
Participant Name	Class #'s	
Management Company		
Property Name		
Address		
City	State	Zip
Phone (Include Area Code)		
Fax (Include Area Code)		
E-mail		

Please place a check mark in front of your seminar choice:

_____ #_____ Individual Seminars @ \$99.00 each = \$_____

_____ **6-Pack (6 Seminars) @ \$89.00 each = \$534.00**

FOR OFFICE USE ONLY PLEASE:

Date _____ Check # _____ Amount _____ Rec'd By _____

ONLY \$99.00 - WOW!

6-Pack Discount Available!

Please make checks payable to:

PMCS, Inc.
829 West Genesee St.
Syracuse, NY 13204

**Questions? Please call Michelle
Cimino at 1-800-245-7627 x1520**

Jan – May 2010 Schedule of Classes

Class #12 - Enterprise Income Verification (EIV)
February 24, 11:00 a.m. - 12:30 p.m. EST

Class #13 - Enterprise Income Verification (EIV)
March 30, 3:00 p.m. – 4:30 p.m. EST

Class #4 - Basics - Certs and Vouchers
March 4, 11:00 a.m. - 12:30 p.m. EST

Class #5 - Waiting Lists
March 23, 11:00 a.m. - 12:30 p.m. EST

Class #6 - Basics – Verification, Income/Assets/Expenses
April 6, 3:00 p.m. - 4:30 p.m. EST

Class #7 - Limited English Proficiency (LEP)
April 8, 11:00 a.m. - 12:30 p.m. EST

Class #8 - PRAC Regulations and Procedures
May 4, 3:00 p.m. - 4:30 p.m. EST

Class #9 - Basics - TRACS/iMAX
May 5, 3:00 p.m. - 4:30 p.m. EST

Class #10 - HUD's Secure Systems/WASS
May 6, 11:00 a.m. - 12:30 p.m. EST

Class #11 - Subsidy Terminations and Evictions
May 18, 11:00 a.m. - 12:30 p.m. EST