

assisted housing manager workshop and certification



March 19-21, 2012

day one 8:30am - 5:00pm
registration beginning at 8:00am

day two 8:30am - 5:00pm

day three 8:30am - 4:00pm
including certification exam

CHFA Community Conference Center • 1981 Blake Street • Denver, Colorado

Please join us for a discounted Assisted Housing Manager (AHM) certification course, courtesy of CHFA and Quadel Consulting Corporation. Chfareach members will pay \$360 (nonmembers \$510) for this class, which includes lunch on the exam day. The regular cost of this workshop is \$725 and it is not usually available in Denver, so take advantage of this rare opportunity. The AHM Occupancy course covers the latest in HUD 4350.3 requirements for Section 8 New Construction/Substantial Rehabilitation, Section 236, Section 202/811, Rent Supplement, and Rental Assistance programs. The workshop will include HUD's new requirement for social security numbers for all household members and the mandatory requirement for EIV.

Attend the AHM workshop and on the third day take the AHM Certification Exam. Participants who successfully pass will receive the AHM designation, a formal certificate suitable for framing attesting to their proficiency, and an AHM lapel pin.

This workshop is being sponsored by the chfareach program, which provides training for staff of multifamily properties. Chfareach members will be given priority. Students are responsible for all travel and accommodation expenses. Registration forms are available on the chfareach page of the CHFA website at www.chfainfo.com.

Please contact Kirsten Coe at 303.297.7394
or email her at kcoe@chfainfo.com for more information.



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people live and work*



1981 Blake Street
 Denver, Colorado 80202
 800.877.chfa (2432)
 www.chfainfo.com

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presented by Quadel Consulting

student information

Name		
Job Title		
Property Name		
Address		
City	State	Zip
Phone	Email	

training fees

chfareach member - \$360 non-chfareach member - \$510

Workshop capacity is 40 students; chfareach members have priority over nonmembers until February 20, 2012, in the event of the workshop reaching capacity. For membership inquiries, contact Kirsten Coe at 303.297.7394 or kcoe@chfainfo.com.

please mail this completed form with a check payable to chfa no later than February 20, 2012, to:

CHFA
 Attn: chfareach
 1981 Blake Street
 Denver, CO 80202

Registration confirmation will be sent via email or U.S. mail. Please contact Bobbi Akana at 303.297.7497 if you have not received confirmation by March 1.

Registration fees are refundable, less a \$50 administrative charge per person registered. All requests for refunds must be submitted in writing via mail, email or fax (303.291.5706) prior to 5:00pm on March 1, 2012, or fees will be forfeited. In the unlikely event of the workshop being cancelled, a full refund of registration fees will be made. Students are responsible for any travel and accommodation (hotel, motel, etc.) expenses incurred to attend the workshop.