

**Directions to:
CJ Management Executive
Conference Center at Bayside
150 Mt. Vernon Street
Boston, MA 02125
(617) 822-7300**

From the North

Take I-93 South: Take Exit 15 - turn left onto Columbia Road. Bear right around rotary. Take second right off the rotary and then your first immediate sharp right. Proceed straight then turn left at the 1st set of lights onto Mt. Vernon Street – You will see Doubletree Club Hotel on your left. Turn left into parking lot between Bay Side Expo and Double Tree Hotel. Take your first left into the office parking lot and enter building through front door. Check in at security desk and take elevator to basement level.

From the South

Take I-93 North: Take Exit 15 - At end of ramp take a right. Bear right around rotary. Take second right off the rotary and then your first immediate sharp right. Proceed straight then turn left at the 1st set of lights onto Mt. Vernon Street - Double-tree Club Hotel is on the left. Take your first left into the office parking lot and enter building through front door. Check in at security desk and take elevator to basement level.

Free Parking Available.

For more training information, visit our website at www.neahma.org
Phone: 781-380-4344
Fax: 781-380-4842
jullie.kelliher@neahma.org



NEAHMA
400 Washington Street, Suite 210
Braintree, MA 02184

Save these Dates!
July 22—Bay Queen Cruise, Bristol, RI
July 29—Kids' Day Event, Leominster, MA
August 6—LIHTC File Audit, Worcester, MA
August 12, 13 & 14—CPO, Lawrence, MA
August 20—MA Monthly Meeting



Your Professional Partner
In Property Management

**Boston EIV Workshop
July 17, 2008**

**CJ Management Executive
Conference Center at Bayside
150 Mt. Vernon Street
Boston, MA 02125
(617) 822-7300**

**“EIV Workshops ”
Enterprise Income Verification
Level 101 (9 am -12 pm)
Level 201 (1 pm - 4 pm)**

Come Learn and use the features of HUD'S
WASS/Secure Connection and EIV
for your company or site.

Important: You will need an ID if you are
sending a voucher to HUD for payment. Now
is time to ensure you are setup and ready to go
for iMAX!

**Presenter:
Joanne Burke**

EIV 101 Class

WASS/Secure Connection and EIV (Enterprise Income Verification) This class will be for Owners and Agents, Coordinators and Users *DO NOT HAVE* access to WASS

Attention Owners and Agents!

Are you new to the property management field? Have you recently acquired new properties and/or new employees? Are you confused, overwhelmed or just never found the time to completely setup your current sites with coordinator and user access to HUD'S WASS Secure system? This class is designed for the new user who will make it happen for their company or properties!

NOTE: You will need an ID if you are sending a voucher to HUD for payment. Now is time to insure you are setup, and ready to go for iMAX.

- ◆ Introduction
- ◆ What can I do with an ID?
- ◆ How to apply for an ID
- ◆ Requirements and Responsibilities
- ◆ Setup Procedures
- ◆ Security Procedures for O/A's

EIV 201 Class

WASS/Secure Connection and EIV (Enterprise Income Verification) This class will be for Owners and Agents, Coordinators and Users *DO HAVE* access to WASS

Attention Coordinator's and User's!

Are you using your HUD Secure ID to the best of your ability? Are you making the most out of EIV updates? Come and say YES to these questions and learn much more.

This is class is designed for the user who wants to learn and use the features of HUD'S WASS/Secure Connection and EIV for their company or site.

- ◆ Introduction
- ◆ Are you using all of Secure Connect?
- ◆ Using EIV and more
- ◆ Best Practices
- ◆ User Security Policy and Procedures

Agenda

Registration

for Level 101 or both workshops

8:30 am - 9:00 am

(Continental breakfast included)

Level 101 Workshop

9:00 am - 12:00 pm

Registration

for Level 201

12:00 pm - 1:00 pm

Please note:

(Lunch is 12:00 pm - 1:00 pm for Level 201 and for registrants staying for the both workshops)

Level 201

1:00 pm - 4:00 pm

Registration Info or Questions?

Call NEAHMA 781-380-4344

**NEAHMA would like to thank
CMJ Management for hosting
this event!**

Fax-In Registration (781) 380-4842

Registration Deadline: July 11, 2008

Please use one registration form per person.

MA EIV 101/201

Thursday, July 17, 2008

Please check the course(s) you are attending:
Level 101 Workshop Only __ Member \$99
Level 101 Workshop Only __ Non Member \$159

Level 201 Workshop Only __ Member \$99
Level 201 Workshop Only __ Non Member \$159

Level 101 and Level 201 __ Member \$169
Level 101 and Level 201 __ Non Member \$299

Please make checks payable to:

NEAHMA, 400 Washington Street, Suite 210,
Braintree, MA 02184

On-line payment option available for credit card payments
at www.neahma.org.

Name

Company

Site

Address

Phone

Email

There is a \$50 administrative fee for cancellation 5 working days prior to the course. After this date, fees are nonrefundable. A substitute may be sent in the place of the registrant. Class space is limited; therefore your registration must be accompanied by full payment in order to confirm your space for this course. This organization complies with the Title III of the Americas with Disabilities Act (ADA). The site is accessible for individuals with disabilities and if a registrant requires special accommodations, please contact the NEAHMA office at least ten days prior to the date of the course.