

California Tax Credit Allocation Committee
2018 Basic Compliance Fall Workshop
REGISTRATION FORM

The California Tax Credit Allocation Committee is please to be able to announce three additional dates for our popular Basic Tax Credit Compliance Workshop in October 2018. This will be a repeat of the Basic Workshop held earlier in the year. **These classes are very limited in size.** A full schedule of the 2019 Basic and Advanced Compliance Workshops will be announced in late December 2018.

Los Angeles Basic

Date: Tuesday Oct 23rd, 2018
Ronald Reagan State Bldg
300 S. Spring Street
Los Angeles, CA 90013

Class size limit – 100 people
Theater Seating
Offsite Parking Lots - \$10- \$20 per day

Oakland Basic

Date: Friday Oct 26th, 2018
Elihu M. Harris State
Building
1515 Clay Street
Oakland, CA 94612

Class size limit - 100 people
Classroom Seating
Close to BART
Offsite Parking Lots - \$30 per day
Limited Metered Parking

Sacramento Basic

Date: Monday Oct 29th, 2018
Bonderson State Building
901 P Street
Sacramento, CA 95814

Class size limit - 40 people
Classroom Seating
Limited Metered Parking
Offsite Parking Lots - \$10-\$15

Basic Compliance Workshop:

This workshop is designed to cover the Basic compliance issues and policy changes for 2018.

Topics include:

- Role of the Monitoring Agency
- Annual Reporting Requirements for Households
- Basic Income Eligibility Criteria
- CTCAC Physical Site Inspection
- Practical Examples of qualifying Rent Criteria
- Q & A

Registration Instructions:

- Workshops are \$50 per person. Continental Breakfast is included.
- Parking is **not** included in the price of the Workshop. Please note transportation/parking options noted in class description.
- Workshop Materials will be e-mailed to confirmed attendees 4 days before Workshop. **No printed materials will be available at the venue.**
- Registration for each workshop will close **4 business days** before the date of the workshop.
 - **No Forms or Fees will be accepted after that date.**
- Substitutions will not be accepted with less than 72 hours' notice before the workshop date
- Registrations are made on a first come, first served basis when the form and payment are received. TCAC will not "hold" places if payment is not received.
- Faxed, E-mailed, or walk in registrations will not be accepted.
- Space is limited to **3** persons per organization.
- E-mailed confirmation letters will be sent after receipt of registration and payment. Attendees must show copy of confirmation letter upon check-in. *Attendees without confirmation letter may be required to wait until all other verified attendees have completed registration.*
- Checks may be made payable to: TCAC

2018 Basic Compliance Fall Workshops

----- REGISTRATION FORM – ONE FORM PER WORKSHOP -----

PDF form is fillable

*Please type as you want the information to appear on your certificate.
Handwritten forms will NOT be processed and will be returned*

Return Forms to:

**CA Tax Credit Allocation Committee
915 Capitol Mall, Room 485
Sacramento, CA 95814
Attn: Pa Kou Yang**

Choose One from the following Selection:

- Los Angeles Basic Workshop – October 23rd 2018
- Oakland Basic Workshop – October 26th 2018
- Sacramento Basic Workshop – October 29th 2018

Please complete the following:

Organization: _____

Organization Address: _____

Phone Number: _____ Fax: _____

Contact Person: _____ Contact Email: _____

Check #: _____ Check Amount: \$ _____

Attendee #1

Name: _____ Email: _____

Attendee #2

Name: _____ Email: _____

Attendee #3

Name: _____ Email: _____

Registration Reminders:

- Workshops are \$50 per person. Continental breakfast is included in the registration. Parking is not. Payment must be included with registration form.
- Checks may be made payable to: TCAC. Please include check number(s) on Registration form.
- A link to the Workshop Materials will be e-mailed to confirmed attendees 3 days before Workshop. **No printed materials will be available at the venue.**
- Registration for each workshop will close 4 business days before the date of the workshop.
 - No Forms or Fees will be accepted after that date.
- Refunds will be given only if CTCAC cancels or postpones the workshop. Refunds will not be given for cancellation originating from registered attendees.
- Substitutions will not be accepted with less than 72 hours notice before the workshop date
- Registrations are made on a first come, first served basis when the form and payment are received.
- Faxed, E-mailed, or walk in registrations will not be accepted.
- Space is limited to **3** persons per organization.
- E-mailed confirmation letters will be sent to the attendees after receipt of registration and payment. **Attendees must show copy of confirmation letter upon check-in at workshop**