The California Tax Credit Allocation Committee (CTCAC) will be providing several one-day Basic Compliance Workshops in Southern California. Please see Registration Link for specific dates and availability.

Basic Compliance Workshop:
This workshop is designed to cover the basics of a CTCAC inspection from pre-inspection requirements, income calculations, and UPCS requirements, to post inspection findings. It will also include an exercise on Student Scenarios. Topics will include:

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

Who should attend?
The Basic workshop is a basic overview of general compliance as it relates to the management of a tax credit property and the audit process. It is geared to:

- On-site Managers
- New Compliance Staff
- Compliance Specialists

Workshop Dates and Locations – Cost $95 per person
Registration starts at 8:00 a.m. Workshops start at 8:30am. Breakfast will be included. Lunch is on your own.

REGULAR BASIC WORKSHOPS – 8:30am – 4:30pm

Thursday September 12th 2019 – San Diego  
Courtyard Mission Valley/Hotel Circle  

Tuesday September 17th 2019 – Los Angeles  
Marriott Burbank Airport  

Monday September 16th 2019 – Los Angeles  
Marriott Burbank Airport  

Wednesday September 18th 2019 – Anaheim  
Anaheim Marriott Suites

Register for Workshops Here
GENERAL INFORMATION:

- To register for any of the above workshops follow the link above.

- **Walk-in registrations will NOT be accepted.** Registration for each workshop will begin in August 2019. Each workshop has a limit to the number of attendees. Registration will not be considered complete and space will not be guaranteed until payment has been made.

- Confirmations will be e-mailed out immediately after payment. When registering, please provide current business email for each attendee to receive workshop materials.

- The registration process is completed through a third party vendor. The vendor accepts credit cards only. No paper checks will be accepted.

- Space is limited to 3 representatives per organization for each of the Workshops.

- Substitutions cannot be made within 1 week of the workshop date.

- Full refunds will be made to registered participants only if CTCAC cancels or postpones the workshop. Refunds will not be given for cancellation requests due to selecting the wrong workshop or not attending the day of.

- Parking at each venue is separate from the cost of the workshop. Please contact the hotel for current parking rates.

- Breakfast and afternoon refreshments will be provided. Lunch is on your own.

If you have any questions, please call Pheng Moua at (916) 654-6340