

Important notice regarding points awarded for attendance at the 2019 Application Workshop

Developer Attendance:

The Fund awards 20 points if an Applicant submits documentation evidencing that **one** of the Principals of **each developer/co-developer** of such property attended **all** sessions of the most recent Fund LIHTCP Application Workshop.

Employee Attendance:

In addition, a property will be awarded 5 points for each **employee on the payroll of the developer [who is predominantly (more than 50% of the worktime) employed in development] or each additional Principal** who attended **all** sessions of the most recent Fund LIHTCP Application Workshop. A maximum of 10 points are available under this criterion.

If you anticipate that your attendance as an employee of the developer will count for points, be certain to include, on the registration form below, the name of the property development company from whom you receive a payroll check.

If you have any questions relating to the above, please contact Rachael Shawhan at (304) 391-8675, Stacey Young at (304) 391-8639, or Michelle Wilshere at (304) 391-8664.

General Agenda

WVHDF's 2019 and 2020 Allocation Plan
WVHDF's 2019 and 2020 Tax Credit Manual
WVHDF's Application Forms

****Please note that refunds are not available, for any reason, for cancellations after March 19, 2019**

**West Virginia Housing Development Fund
Low-Income Housing Tax Credit Program
Application Workshop**

**April 9, 2019 ♦ Holiday Inn and Suites
400 Second Avenue SW ♦ South Charleston, WV 25303**

Registration Form

Please complete this fillable form for each individual planning to attend and submit it with payment. It is preferred that the form be filled out electronically and not hand written.

APPLICATION WORKSHOP REGISTRATION FEE

Tuesday, April 9, 2019

Selection ✓	Registration	Amount
	Regular (By March 19)	\$100.00
	Late (After March 19)	\$110.00

Total Amount Enclosed \$ _____

Attendee Information – Please fill out completely

Name _____

Agency or Company _____

Position _____

Address _____

City/State/Zip _____

Phone _____ Email _____

I plan to attend the lunch that is included with the workshop **Yes** or **No**

Please reproduce this form for each conference attendee.

Please mail registration form with payment to:

West Virginia Housing Development Fund - LIHTCP
Attn: Rachael Shawhan or Stacey Young
5710 MacCorkle Avenue, SE
Charleston, West Virginia 25304

Questions regarding registration may be submitted to Rachael Shawhan at rshawhan@wvhdf.com, Stacey Young at syoung@wvhdf.com, or Michelle Wilshere at mwilshere@wvhdf.com.

****Please note that refunds are not available, for any reason, for cancellations after March 19, 2019**