

MEMORANDUM NO. 06-02-01 MF-106

TO: Section 8 Owners and Management Agents
FROM: Vona Johnson, Director of Rental Housing Programs
SUBJECT: 9834 HUD Form
DATE: February 6, 2006

A revised Management and Occupancy Review 9834 HUD Form was implemented by HUD for use in conducting Management and Occupancy reviews for all (HUD, RD, and SDHDA) Section 8 properties in our portfolio. SDHDA will implement the use of this form for all reviews conducted from this point forward. This form will take additional time to fill out, therefore the review process will be longer. Some information will need to be completed on this year's initial review and will only need to be reviewed or gathered if changes have occurred for subsequent reviews.

When SDHDA sends the appointment confirmation letter, the review documents required for completion by either the management agent or owner will be included. You may also access the 9834 HUD Form on SDHDA's website at www.sdhda.org.

If you have any questions regarding this matter, contact your Housing Management Officer at (605) 773-3181.

VJ/tnj

THIS IS A MULTIFAMILY MEMORANDUM. PLEASE RETAIN IT IN THE MEMORANDUM SECTION OF YOUR SDHDA MANAGEMENT AGENT HANDBOOK UNTIL AND UNLESS SUPERSEDED BY AN UPDATED MEMORANDUM.

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