

**Please Note:** this e-mail account is for transmission of important client notices. Do not reply to this address, any messages sent to this e-mail address will be rejected. If you need clarification on any items included in this e-mail, please e-mail [support@ipm-software.net](mailto:support@ipm-software.net)

YOUR KEY TO PROPERTY MANAGEMENT COMPLIANCE



[Software Updates](#)

[Compliance Information](#)

[Technical Support](#)



## Section 236 Excess Income Reporting

In June, all Section 236 properties should have received the attached memo from HUD outlining the need to switch to on-line reporting and payment of Section 236 excess income. You are required to submit electronically using the Pay.gov web site for all reports and payments made after August 31, 2008.

There is no provision for automatic electronic submission of the EIR report as there is for TRACS files. Therefore it is vital that you follow the instructions in the attachment to the memo so that you can make your on-line report and payment in September.

You will prepare your EIR in the usual way, using our software, but you will no longer send the 1-page report to HUD. Instead you will go online to submit your report and pay any balance due. The data entry each month is simple—only three numbers need to be submitted.

If you are a Section 236 property and have not yet signed up for a Pay.gov account, you should do so immediately as your next report must be submitted electronically.

