

URGENT SAVE UPDATE!!

Good news! The Department of Homeland Security has provided HUD with additional time for HUD-assisted properties to get signed up for its SYSTEMATIC ALIEN VERIFICATION FOR ENTITLEMENTS (SAVE) system.

If you are the owner or management agent of a HUD-assisted property and have **not** yet sent in the contact information for one designated person per property to get access to the SAVE system, please do so now and take advantage of this one-time opportunity. The person designated should be the one who will need to use the SAVE system to verify the citizenship status of applicants or tenants who are noncitizens and who claim eligible immigration status.

If you have submitted your information already, DO NOT RESUBMIT and DO NOT CALL HUD to see if your information was received or DHS regarding IDs and passwords.

NOTE: If you are the owner or management agent of a Section 202 property with units not receiving rental assistance under the Rent Supplement or Section 8 programs, a Section 202 PRAC property, a Section 202 PAC property, a Section 811 PRAC property or a Section 221(d)(3) BMIR property, **DO NOT RESPOND** since your property is not subject to the noncitizen rule and would, therefore, not need to use the SAVE system.

Directions

- 1) Fill in each column on the attached excel spreadsheet for the person designated to have access to the SAVE system. The excel spreadsheet can also be downloaded from the following website:
<http://www.hud.gov/offices/hsg/mfh/rhiip/mfhrhiip.cfm>
- 2) Send it by email to SAVEaccess@hud.gov no later than **July 24, 2009**.

After the uploading is completed (later this summer), each person that has been uploaded into the SAVE system will receive an email with their User ID and temporary password to access the SAVE system.

Questions and Answers

Why should I designate someone to get access to the SAVE System?

To ensure that HUD's rental assistance is provided only to eligible noncitizens, owners and management agents of properties (other than the ones listed in the NOTE above) **must** use the SAVE system to verify the validity of citizenship documents provided by applicants or tenants who are noncitizens and who claim eligible immigration status.

I don't have any noncitizen tenants and never get any noncitizen applicants. Why should my property get access to the SAVE system?

There is always a chance that a noncitizen will apply to live in your property. Since the SAVE system must be used by properties (other than those listed in the NOTE above) to verify the validity of citizenship documents should this occur, it is best to be prepared and get access now.

Already have access to SAVE?

Due to the fact that DHS is streamlining the SAVE database, if your property already has access to the SAVE system, you still need to designate one person to have access and complete the information requested above by the established deadline so that this person will receive a new User ID and temporary password. We apologize for any inconvenience this may cause you. ***There will be no suspension of existing SAVE accounts during this process. If you currently have access, continue as you have been. When the new ID is ready for the person designated for the one-time upload, it will be emailed to you promptly.***

Need more than one person to have access to SAVE?

If your property has access to SAVE now and more than one person has access, or if your property does not have access to SAVE currently and you need more than one person to have access, additional people can be provided access through a manual process that will take place at HUD. Further instructions about the manual process will be provided once the one-time upload process is completed.

If you have any questions regarding this request you may contact Kevin Garner at (202) 402-2057 or (202) 708-3000.

You can view the RHIP Tips Archives, under "Listserv-Multifamily RHIP Tips" at <http://www.hud.gov/offices/hsg/mfh/rhiip/mfhrhiip.cfm>
Please encourage others to sign-up for the Listserv, so they too can receive current RHIP related information from HUD <http://www.hud.gov/subscribe/maillinglist.cfm>

We hope that you will want to continue receiving information from HUD. We safeguard our lists and do not rent, sell, or permit the use of our lists by others, at any time, for any reason. If you wish to be taken off this mail list, please [go here](#) or [http://www.hud.gov/subscribe/signup.cfm?listname=Multifamily%20Housing%20RHIP%20\(Rental%20Housing%20Intergrity%20Improvement%20Program\)%20Tips&LIST=MFH-RHIP-TIPS-L](http://www.hud.gov/subscribe/signup.cfm?listname=Multifamily%20Housing%20RHIP%20(Rental%20Housing%20Intergrity%20Improvement%20Program)%20Tips&LIST=MFH-RHIP-TIPS-L)