



## NOTICE: 8609 Reporting Requirements

Effective immediately, any property that was allocated credits that has not supplied Missouri Housing Development Commission (MHDC) with a copy of the completed First Year Certification Part II of IRS Form 8609 filed with the IRS will be considered noncompliant and reported to the IRS on Form 8823. No further owner notification will be provided requesting this information. **NOTE:** Please send all first-year completed 8609s for recording to the attention of Teresa Jones, Asset Management Department, 6425 Lindell, Suite 300, St. Louis, MO 63108.

### **MHDC LIHTC Manual**

#### **Section 1.3(D):**

##### **D. Determination of the Final Year of Program Compliance**

To enable MHDC to determine a property's final year of program compliance, MHDC must be provided with a copy of the First Year Certification Part II of IRS Form 8609, as executed by the owner and filed with the IRS.

#### **Section 3.4: Reporting and Notification Requirements**

Failure to supply the required information and/or reports by the due date will be considered noncompliance.

##### **C. Part II of IRS Form 8609.**

A copy of the First Year Certification Part II of IRS Form 8609, as executed by the owner and filed with the IRS, must be provided to MHDC **within 90 days after the end of the first year of the credit period.**

#### **Section 3.8: Record Retention - (IRS Regulation 1.42-5(b)(1))**

**"The records for the first year of the credit period must be retained for a minimum of six years after the due date (with extensions) for filing the federal income tax return for the last year of the compliance period of the building OR a total of 21 years."**