




**PROGRAM BULLETIN #23-2308**

TO: Developers, Owners and Management Agents representing Housing Tax Credit Developments located in the City of Jackson

FROM: Karen C. Georgetown, Senior Vice President of Program Compliance 

DATE: August 23, 2023

SUBJECT: **City of Jackson Rental Registration Fee Exemption**

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*In accordance with Chapter 26, Article XII Code of Ordinances of the City of Jackson, no later than August 30, 2023, all rental properties located within the City of Jackson (COJ) must be registered with the City’s Department of Planning & Development Rental Registration Division. A prerequisite of said registration is the remittance of a \$50, per unit, inspection fee.*

For LIHTC program participants, the COJ has agreed to exempt fees required under Sec. 26-527 provided the rental property is an active participant of the tax credit program and subject to the inspection requirements therewith. To qualify for fee exemption, the owner of an eligible tax credit development must obtain a compliance verification letter from the MHC and remit to the COJ for fee exemption consideration.

**Tax credit development owners wishing to request a Compliance Verification letter from MHC must submit a request to MHC by email at [compliance.htc@mshc.com](mailto:compliance.htc@mshc.com). To ensure timely processing, the subject line should read as follows: “Project Name – Project # - COJ Compliance Verification Letter Request”.** Upon receipt, MHC will review the request to confirm the development listed in the request is an active participant of the tax credit program and in good standing with the agency’s physical condition inspection requirements. MHC expects to process all requests within 48 business hours.

Questions regarding this notice can be directed to any member of the compliance team at [compliance.htc@mshc.com](mailto:compliance.htc@mshc.com) or by calling 601.718.4642.

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