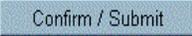




The ABCs of How to Get Your User ID and Log In as a ...

Multifamily User

A. How to register for a **user ID** as a User:

1. Open your Web browser (e.g., Netscape )
2. In the *Location* field, type in the following URL address: *www.hud.gov/reac*. The **REAC** Web page displays on your screen.
3. Click on the online systems link. Scroll to the bottom of the page and click on the Multifamily Housing Entity link. The Multifamily Coordinator and User Registration form displays.
4. Click on the  *Application Type* radio button.
5. Complete the form by filling out all of the fields. Remember the password you choose AND how you enter it (uppercase/lowercase)!
6. Click on the  button. A confirmation page displays on your screen.
7. Click on the  button.

B. How you get your **user ID**:



1. Wait at least 24 hours after you have registered on line for a **user ID**.

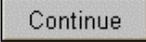


2. Then, contact your Multifamily Coordinator to request your **user ID**.



3. Once your Multifamily Coordinator provides you with your **user ID**, you can log in.

C. How to log in to HUD's secure systems:

1. Open your Web browser (e.g., Netscape )
2. In the *Location* field, type the following URL address: *www.hud.gov/reac*. The **REAC** Web page displays on your screen.
3. Click on the online systems link on the left side of the page.
4. Click on the  button. The "Username and Password Required" window pops up.
5. Type your **user ID** in the *User Name* field.
6. Tab to the *Password* field and type in your password.
7. Click on the  button. The **Legal Warning** page displays.
8. Read the warning and then click on the  button. The **Secure Systems** page displays on your screen.
9. Under the Systems menu, click on the secure system (e.g., FASS MFH) you want to access to begin working.



Your **user ID** and password are **case-sensitive**.
(uppercase/lowercase)