

Instructions for Updating Contact Information in APPS

Go to https://www.hud.gov/program_offices/housing/mfh/apps/appsmfhtm. At the bottom of the page, under outline of tabs, please click on the tab labeled “**Business Partner Registration HUD Multifamily**”. See Below:

Step 1:

- ▶ **Business Partner Registration HUD Multifamily**
 - ▶ For registering your company if it is not listed in HUD's database.
 - ▶ When entering data in this system, do not use punctuation in the company name.

Step 2:

Once you click the tab it will take you to the following page:

The screenshot shows a web page titled "Business Partner Registration HUD Multifamily". Below the title, there is a paragraph of instructions: "If the participant you are about to register has done business with HUD before, you do not need to complete the Business Partner Registration HUD Multifamily below. Go to the [Secure Systems Registration page](#) to obtain a Coordinator or User ID if you have not already done so." Below this text is a registration form with three input fields: "TIN:" (with a red note "(no dashes)"), "SSN:" (with a red note "(no dashes)"), and "Confirm TIN/SSN:" (with a red note "(no dashes)"). There is an "or" between the TIN and SSN fields. At the bottom of the form is a checkbox labeled "Check if SSN is used as TIN for Sole Proprietor".

Step 3:

Follow the instructions that appear on the screen and enter your information as needed. *Note if you cannot enter your information in the system, your HUD Account Executive may be the only party enabled to change this information. Please have your corporate office contact them directly and inform them that your contact information needs to be updated.

- **Note:** If you do not know who your assigned **HUD Account Executive** is, please use the following link to access their name and contact information:
<https://portal.hud.gov/hudportal/HUD?src=/states/shared/working/west/mf/ownmgmt/ae>

[Home](#) / [State Information](#) / [Shared](#) / [Working](#) / [West Region](#) / [Multifamily Housing](#) / [Owners and Agents](#) / [Account Executive Assignments](#)

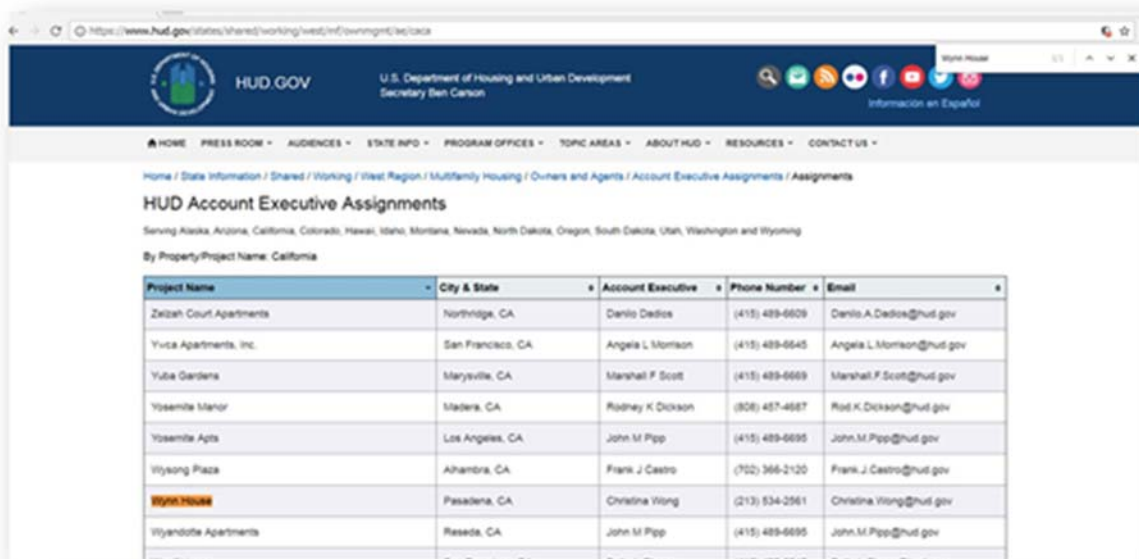
Multifamily Housing Account Executive Assignments: West Region

Serving Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, North Dakota, Oregon, South Dakota, Utah, Washington and Wyoming

West Region Listed By Apartment Name

- ▶ [Alaska](#)
- ▶ [Arizona](#)
- ▶ [California](#)
- ▶ [Colorado](#)
- ▶ [Hawaii - Pacific](#)

- Select the Region of “California”:
- Press “**Ctrl + F**” and type the **exact name of your Property**. Please see the following example:



HUD Account Executive Assignments

Serving Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, North Dakota, Oregon, South Dakota, Utah, Washington and Wyoming

By Property/Project Name: California

Project Name	City & State	Account Executive	Phone Number	Email
Zelzah Court Apartments	Northridge, CA	Danilo Dedios	(415) 489-6609	Danilo.A.Dedios@hud.gov
Yucca Apartments, Inc.	San Francisco, CA	Angela L. Morrison	(415) 489-6645	Angela.L.Morrison@hud.gov
Yuba Gardens	Marysville, CA	Marshall F. Scott	(415) 489-6669	Marshall.F.Scott@hud.gov
Yosemite Manor	Madera, CA	Rodney K. Dickson	(806) 487-4667	Rod.K.Dickson@hud.gov
Yosemite Apts	Los Angeles, CA	John M. Pipp	(415) 489-6695	John.M.Pipp@hud.gov
Wyong Plaza	Alhambra, CA	Frank J. Castro	(702) 366-2130	Frank.J.Castro@hud.gov
Wynd House	Pasadena, CA	Christina Yiong	(213) 534-2561	Christina.Yiong@hud.gov
Wyndolite Apartments	Reseda, CA	John M. Pipp	(415) 489-6695	John.M.Pipp@hud.gov
Wyndolite	San Bernardino, CA	Robert L. Green	(310) 489-6610	Robert.L.Green@hud.gov

- The highlighted Property name will list the HUD Account Executive name and contact information in the **three right-hand columns**.