



**State Assistance for Housing Relief
Mortgage Assistance Counseling (SAFHR-MAC)
Manual Application Training Certification**

The Missouri Housing Development Commission (MHDC) has developed a Manual Application Portal to assist Mortgage Assistance Counseling (MAC) agencies in their work with Missouri homeowners. The portal will allow MAC agency staff members to create an application on behalf of the Homeowner, with the Homeowner's consent, in attempt to minimize the technological and geographic barriers experienced by some SAFHR applicants. To gain access to this portal, each user must complete this form, certifying that they have watched the SAFHR-MAC Manual Application training video.

Complete the fields below for each staff member that is requesting login credentials to the Manual Application Portal. By signing this document, agency staff is attesting that they have watched and understand the Manual Application Training video in its entirety. Once submitted and approved, the user will receive an email at the address listed below with login instructions.

Agency Name

Staff Name (First, Last)

Staff Email

By signing below, I am certifying that I have watched and understand the SAFHR-MAC Manual Application training video, in its entirety.

Date

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