

# PIX Users' Guide

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# Section 1

## Getting Started

### 1.1 WHAT IS PIX?

PIX stands for **P**reservation **I**nformation **E**xchange. It is a website developed by Rural Development's Multi-Family Housing Office of Rural Housing Preservation at USDA. Here, non-profit organizations and public bodies, interested in providing affordable rental housing in rural America, can register and obtain information on Multi-Family Housing (MFH) properties that have applied to prepay or have offered to sell their property to a non-profit organization. Registered users can choose to receive information via email on MFH properties listed in their area of interest. A **Property Fact Sheet** provides additional information on each property including unit and rental information, contact information and even a picture of the property if available.

### 1.2 BENEFITS OF PIX

As a housing organization interested in providing affordable rental housing in rural areas, this site will provide up-to-date information on Rural Development's Multi-Family Housing properties that are listed for sale or prepayment. Contact information provided for each of these properties will enable you to directly contact the owner if you are interested in purchasing the property. You can also choose to receive updated listings via email on a weekly or monthly basis.

## 1.3 REGISTERING WITH PIX

The URL for the PIX Home Page is: <https://pix.sc.egov.usda.gov/>



From the **PIX Home** page you will log in with a User ID and password. **If you are a first-time user, you must register to obtain a User ID and password.** From the **PIX Home** page, click on the *Register* tab to navigate to the **Create Registration** page.

**1. Enter Information**

**Create Registration**

* Tax Payer ID:	111111111		
* Organization's Name:	NATIONAL AFFORDABLE HOUSING CORPORATION		<a href="#">Help?</a>
* Street Address:	123 Main Street		<a href="#">Help?</a>
* City:	Bristow	* State:	Virginia
		* Zip:	20134
Group Type:	<input type="radio"/> Local NP/Public Agency <input checked="" type="radio"/> Regional/National <a href="#">Help?</a>		
Contact Name:	John Doe		
* Telephone:	(111) 111-1111	* E-mail:	john.doe@aol.com
		Fax:	(111) 111-1112
E-mail Frequency:	Weekly		
* Password:	••••••		
* Confirm Password:	••••••		

astericks (\*) indicate required fields

**2. Click Save** →

**Create Registration**

Complete the information on the **Create Registration** page and click *Save*. Be sure to enter a valid email address.

1. Click OK

astericks (\*) indicate required fields

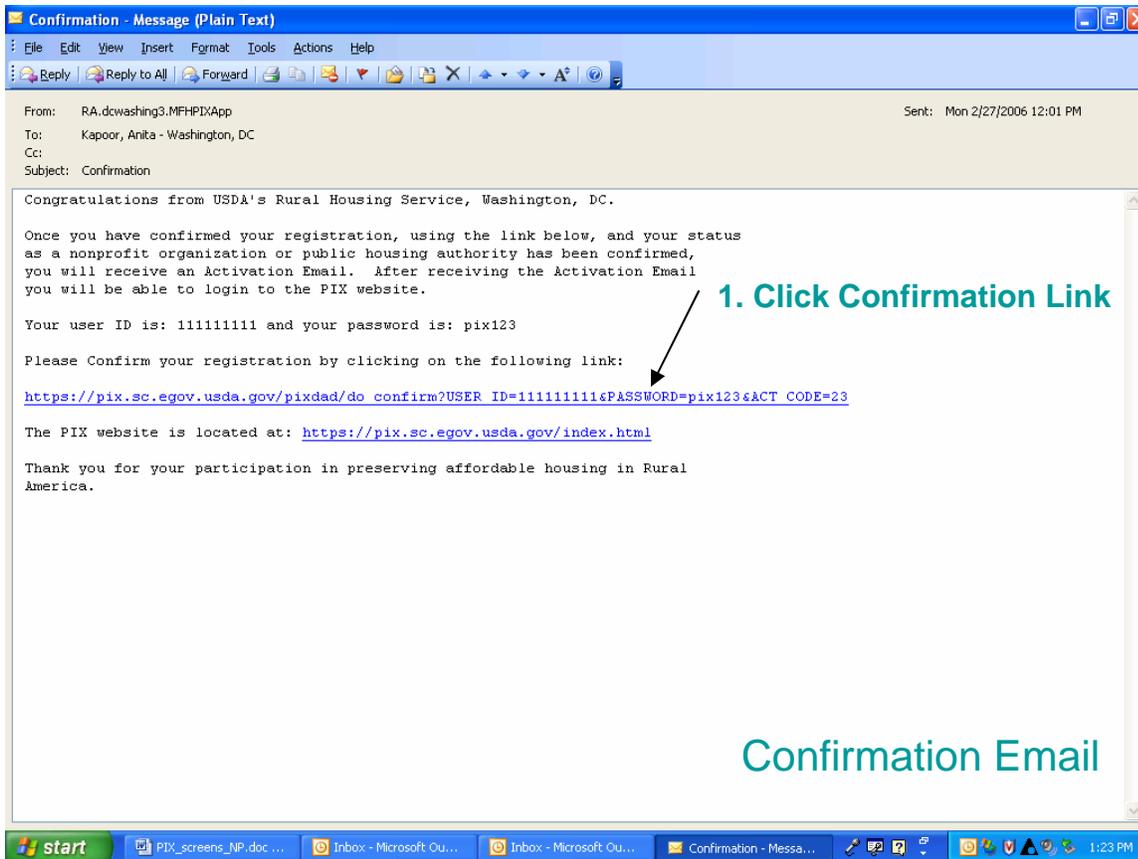
Save

Confirm Registration

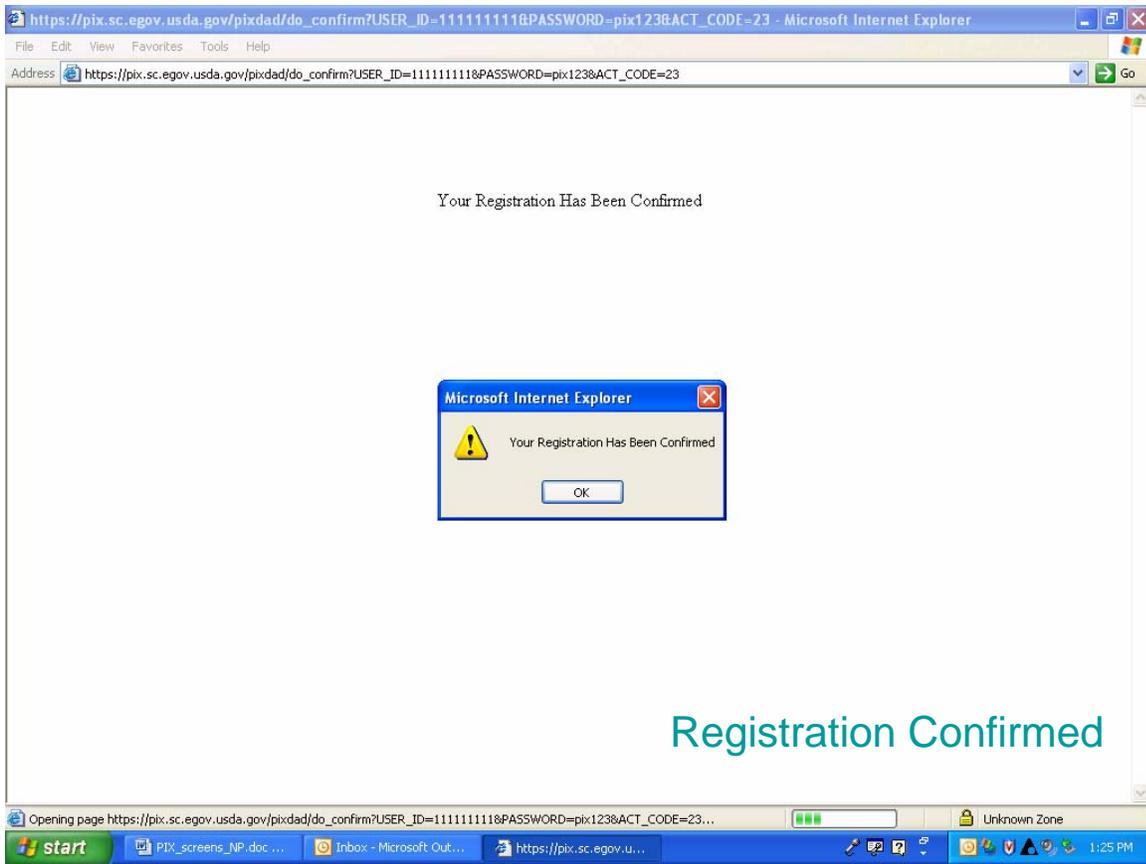
Confirm the registration. You will then see a **Registration Saved** page.



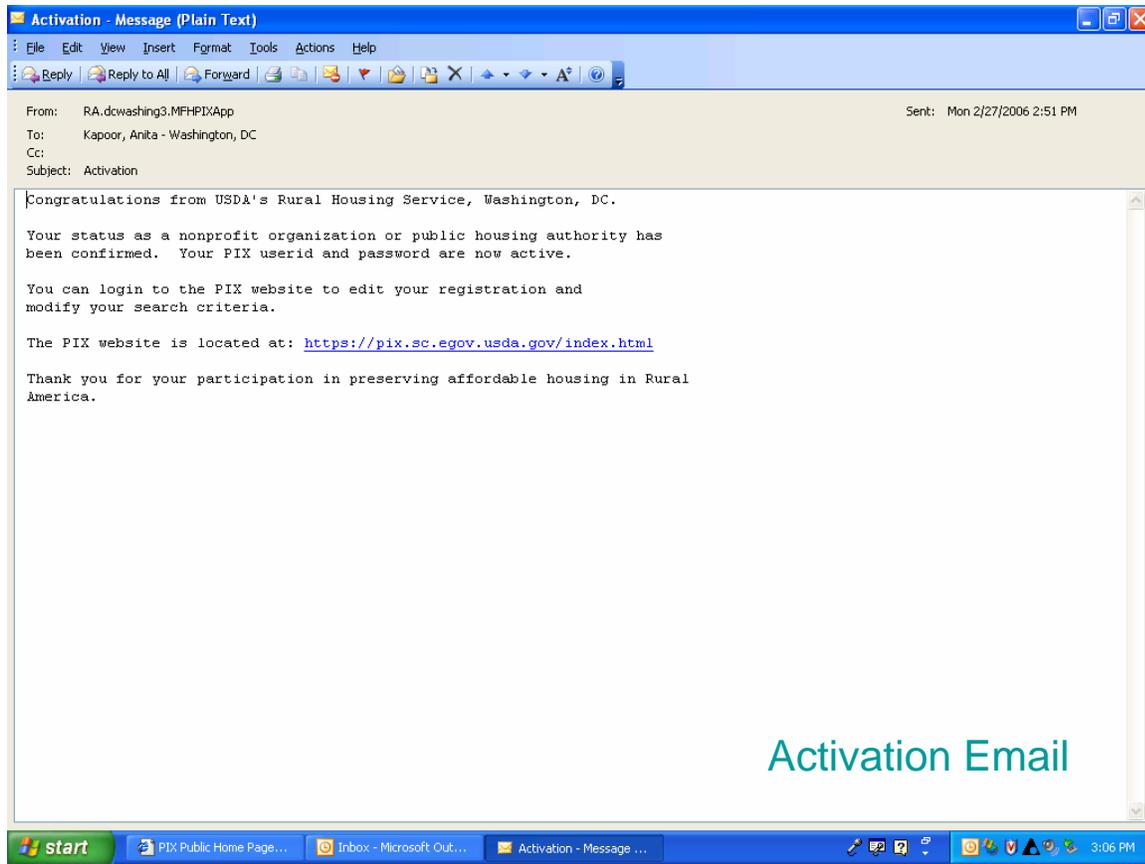
Within a few minutes of the **Registration SAVED** message, you should receive a **Confirmation email**.



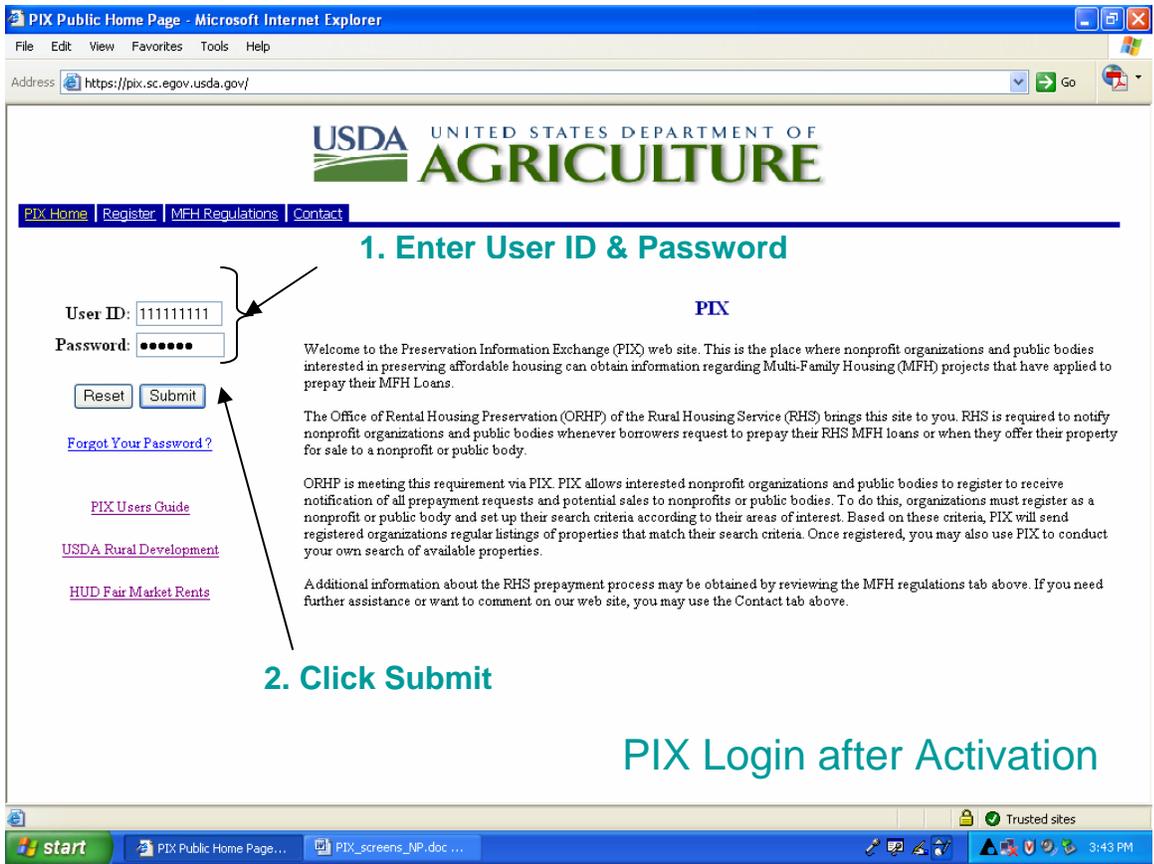
Confirm your registration by clicking on the *Confirmation* link. You will then see a **Registration Confirmed** page.



Once you have confirmed your registration, your registration information will be reviewed and your account activated. You should receive an **Activation email** within one or two business days.



Once you receive the **Activation email**, you will be able to log into PIX with the User ID and password that you received with your **Confirmation email**. On the **PIX Home** page, enter your User ID and Password and click *Submit*.



Once you log in, you will see the **PIX Welcome Page**. From here, you have access to all the Navigation tabs.



## 1.4 NAVIGATING IN PIX

Once you have logged in, you will see a **Welcome Screen**. From here you can access the following navigation tabs.

- PIX Home:** Return to the Login page.
- MFH Search:** Obtain a listing of properties in the process of prepayment or sale to non-profits, based on various search criteria.
- Edit Registration:** Change your registration information.
- MFH Regulations:** Access the Multi-Family Housing Regulations and Handbooks.
- Contact:** Send an email message to the Multi-Family Housing Office of Rural Housing Preservation.

## 1.5 FORGOT YOUR PASSWORD?

Your User ID will be the same as your Tax Payer ID. However, if you forget your password, you can click on the *Forgot Your Password?* link to request your password.

PIX Public Home Page - Microsoft Internet Explorer

Address: <https://pix.sc.egov.usda.gov/>

USDA UNITED STATES DEPARTMENT OF AGRICULTURE

PIX Home Register MFH Regulations Contact

### 1. Click "Forgot Your Password" Link

**PIX**

User ID:   
Password:   
Reset Submit

[Forgot Your Password ?](#)

[PIX Users Guide](#)  
[USDA Rural Development](#)  
[HUD Fair Market Rents](#)

Welcome to the Preservation Information Exchange (PIX) web site. This is the place where nonprofit organizations and public bodies interested in preserving affordable housing can obtain information regarding Multi-Family Housing (MFH) projects that have applied to prepay their MFH Loans.

The Office of Rental Housing Preservation (ORHP) of the Rural Housing Service (RHS) brings this site to you. RHS is required to notify nonprofit organizations and public bodies whenever borrowers request to prepay their RHS MFH loans or when they offer their property for sale to a nonprofit or public body.

ORHP is meeting this requirement via PIX. PIX allows interested nonprofit organizations and public bodies to register to receive notification of all prepayment requests and potential sales to nonprofits or public bodies. To do this, organizations must register as a nonprofit or public body and set up their search criteria according to their areas of interest. Based on these criteria, PIX will send registered organizations regular listings of properties that match their search criteria. Once registered, you may also use PIX to conduct your own search of available properties.

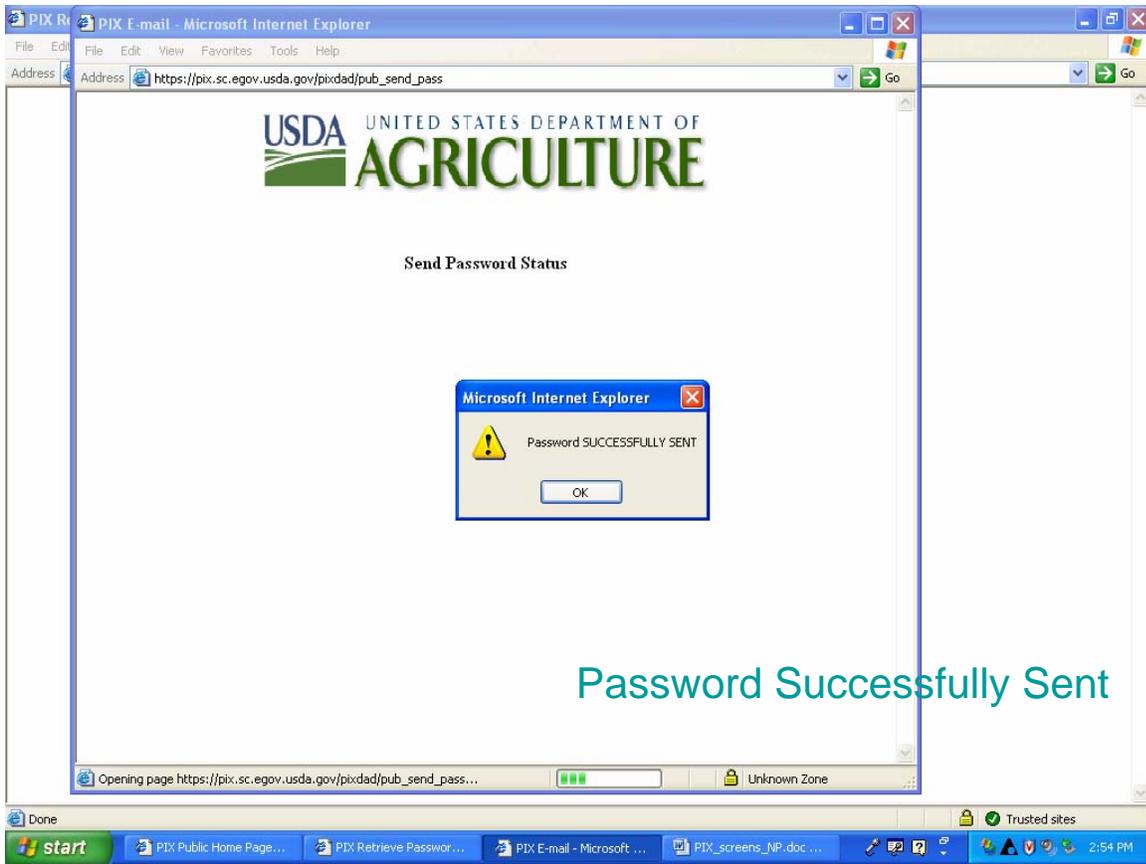
Additional information about the RHS prepayment process may be obtained by reviewing the MFH regulations tab above. If you need further assistance or want to comment on our web site, you may use the Contact tab above.

## "Forgot Your Password" Link

start | PIX Public Home Page... | PIX\_screens\_NP.doc... | Trusted sites | 3:41 PM

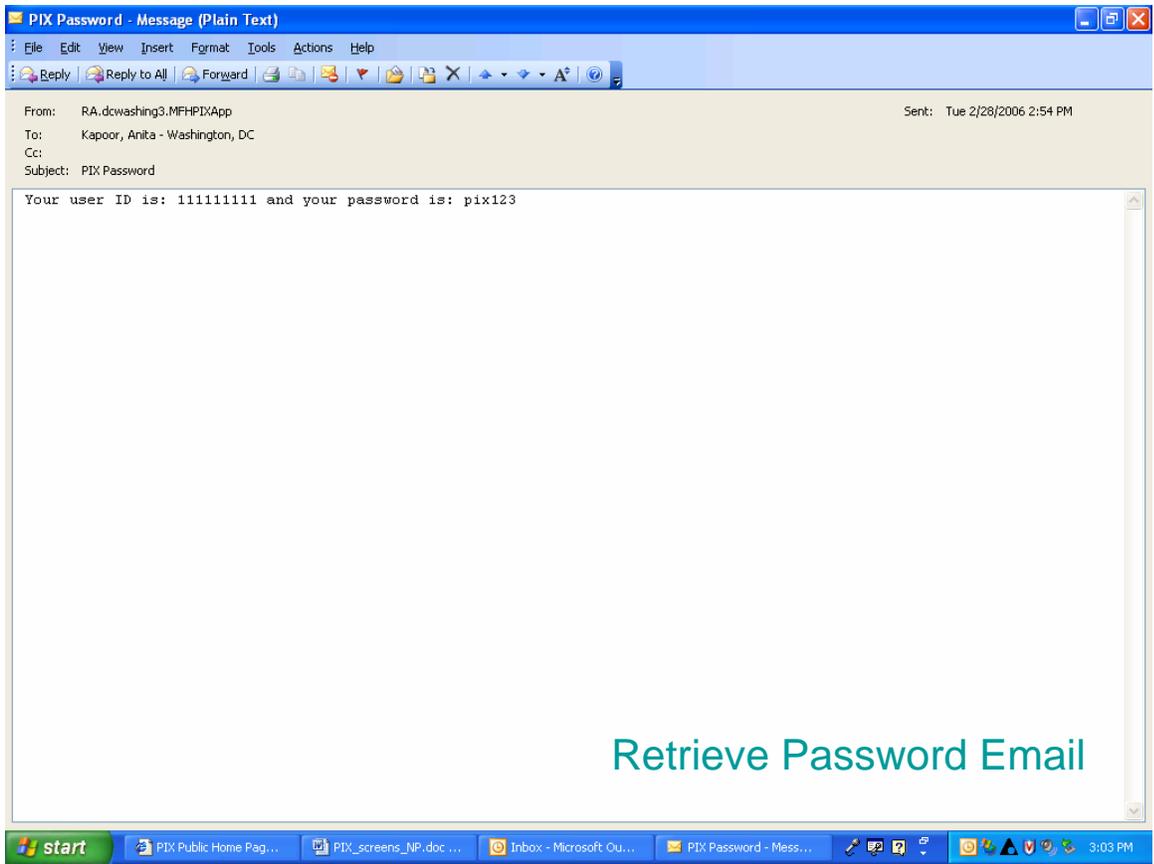


On the **Retrieve Password Form**, enter your User ID and click *Send*. A message will confirm that your request has been sent.



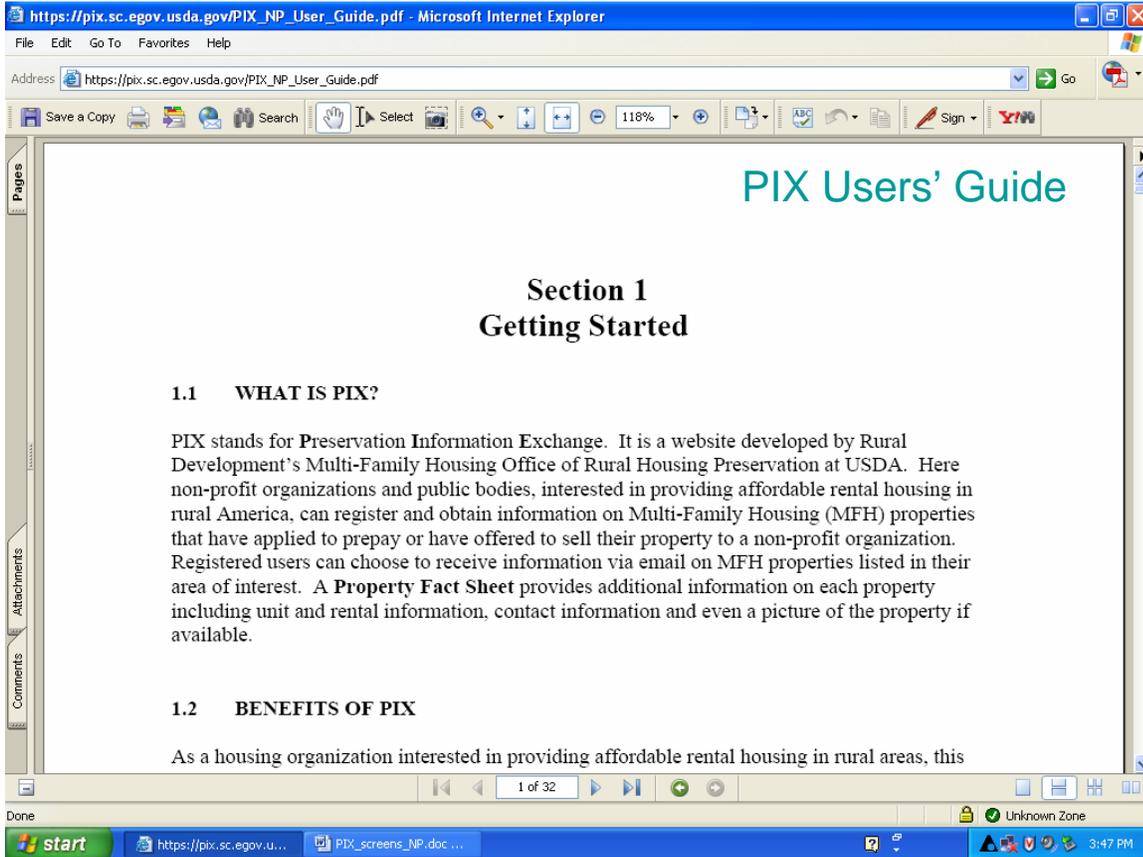
Password Successfully Sent

Very shortly, you will receive an email with your User ID and Password.



## 1.6 LINKS TO RELATED SITES

From the PIX Home Page you can access the PIX Users' Guide in *.pdf* format. Other links include the USDA Rural Development Web site and the site for HUD Fair Market Rents.



USDA Rural Development Home Page - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address http://www.rurdev.usda.gov/



Committed to the future  
of rural communities.

[Text Version](#)

[About Us](#) | [Programs: Business and Cooperative](#) | [Housing and Community Facilities](#) | [Utilities](#)

[Community Development/Empowerment](#) | [State Offices](#) | [News/Information](#) | [Publications](#) | [Regulations](#)

**Hot Links**

- ▶ [Energy Initiatives](#)
- ▶ [Available Funds](#)
- ▶ [Need a Form?](#)
- ▶ [USDA Service Center eForms](#)
- ▶ [Formularios en español](#)
- ▶ [Publicaciones en español](#)
- ▶ [Where to Apply](#)
- ▶ [Homes for Sale](#)
- ▶ [List of Apartment Complexes](#)
- ▶ [Success Stories](#)
- ▶ [Speeches](#)

**What's New**



[Agriculture Secretary Johanns Remarks at the 2006 Agricultural Outlook Forum -- "Farm Policy: A Portfolio of Economic Opportunity for Rural America"](#)



Under Secretary Tom Dorr (*click photo to enlarge*) recently visited Pahrump Valley, Nevada, where he toured the Pahrump Valley Fire and Rescue Services facility. Rural Development's [Community Facilities Program](#) provides funds for rural emergency responders by financing needed equipment and services. These funds are available to public bodies, non-profit organizations, and recognized Indian tribes.

Pictured, L to R: Dick Kasting, Rural Development Legislative and Public Affairs Staff, Under Secretary Dorr; Fire Chief Scott Lewis, and; Town Manager Dave Richards.

**Today's Feature**



[Disaster Declarations and Assistance](#)

**Hurricane Katrina Resources**

**Rural Development News**

Agriculture Secretary Johanns announced the award of 14 grants and one loan guarantee totaling over \$21.6 million to increase energy production or improve electrical service and energy efficiency in communities in five states.

▶ [Full Story / Recipients List](#)

Agriculture Secretary Johanns announced the availability of \$176.5 million in loan guarantees and almost \$11.4 million in grants to support investments in [renewable energy and energy efficiency improvements](#) by agricultural producers and small businesses.

Done

start

USDA Rural Develop... PIX\_screens\_NP.doc...

Trusted sites 2:55 PM

HUD USER - Datasets: Fair Market Rents - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <http://www.huduser.org/datasets/fmr.html>

My Cart | HUD Home | HUD USER Home

Search  Advanced Search

**Data Sets**

HUD USER

About Topics Newsletters Assisted Housing Resources FAQ Site Map

> What's New  
> About PD&R  
> Publications  
> Periodicals  
> Data Sets  
> Bibliography  
> Order Online  
> Ongoing Research  
> Listservs  
> Calendar of Events  
> Secretary's Awards  
> Regulatory Barriers  
> Other Resources  
> State of the Cities  
> MapStats  
> Contact HUD USER

**Fair Market Rents**

Fair Market Rents: Overview (\*.doc, 134 KB)

**ACCESS INDIVIDUAL FMR AREA INFORMATION**

[Individual Area Final FY2006 FMR Documentation](#)  
[Individual Area FMR History, 2000 to 2005](#)  
[Individual Area FY2005 FMR Documentation](#)

**2006 FAIR MARKET RENTS**

**Final Data**  
(To be effective October 1, 2005)

[Preamble \(\\*.pdf, 104 KB\)](#)  
[Schedule B - FMR Tables \(\\*.doc, 418 KB\)](#)  
 Note 1 corrected to read as follows: The FMRs for unit sizes larger than 4BRs are calculated by adding 15% to the 4 BR for each extra bedroom.  
[Schedule D - Manufactured Housing Exception \(\\*.doc, 23 KB\)](#)  
[County Level Data File \(\\*.xls, 1.04 MB\)](#)

**Proposed Data**

[Federal Register Preamble \(\\*.pdf, 310 KB\)](#)  
[Schedule B - FMR Tables \(\\*.pdf, 252 KB\)](#)  
[Schedule D - Manufactured Housing Exceptions \(\\*.pdf, 21 KB\)](#)

**View Data Sets by Topic**

- > Data Sets
- > 50th Percentile Rent Estimates
- > American Housing Survey
- > Annual Adjustment Factors
- > Assisted Housing: National and Local
- > Consolidated Plan
- > **Fair Market Rents**
- > Geographic Information Systems
- > Government Sponsored Enterprise Data
- > Income Limits
- > Low-Income Housing Tax Credit
- > Manufactured Home and Subprime Lender List
- > Property Owners and Managers Survey
- > Qualified Census Tracts and Difficult Development Areas
- > Residential Finance Survey
- > Section 8 Administration

Done

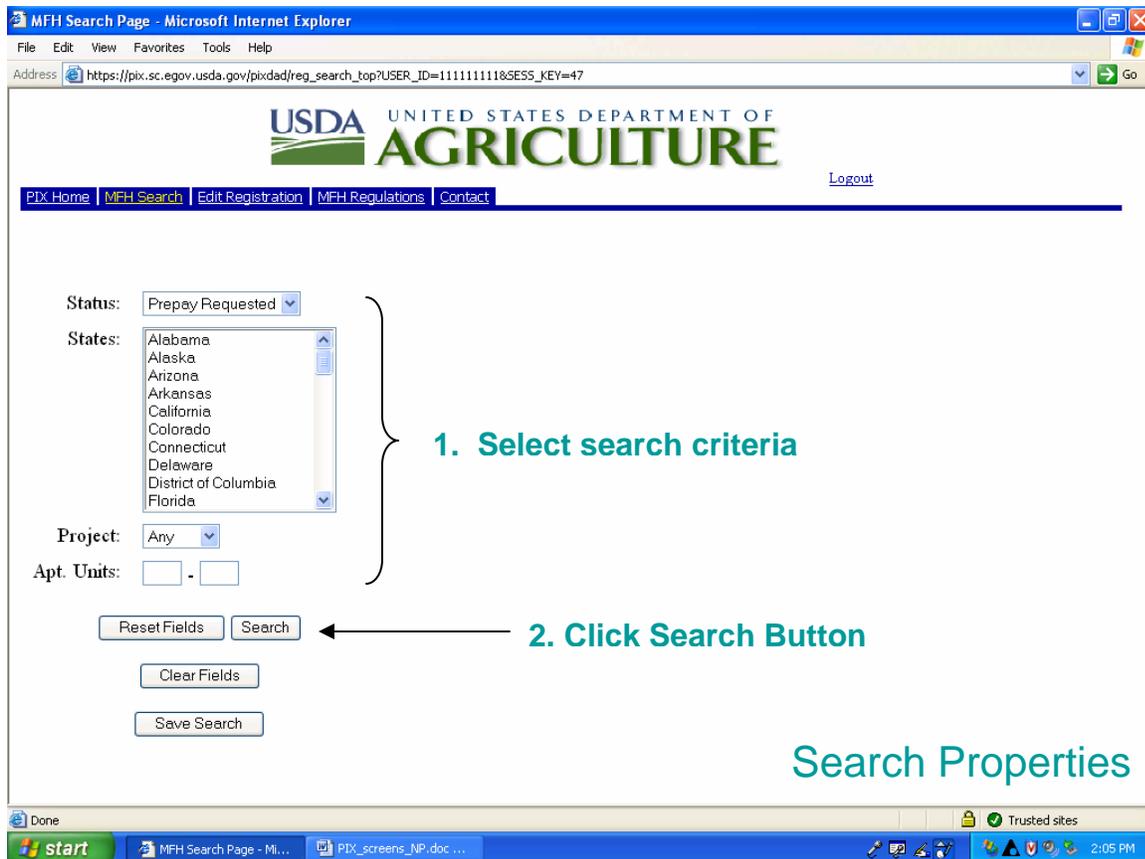
start HUD USER - Datasets... PIX\_screens\_NP.doc ...

Internet 2:56 PM

## Section 2 MFH Search

### 2.1 SEARCH FOR PROPERTIES

From the **PIX Welcome Page**, click on the tab for *MFH Search*.



On the **MFH Search** page you can specify the following search criteria:

**Status:** *Prepay Requested* or  
*For Sale*

**State:** Select a single State, multiple States or all States (using the CTRL and SHIFT keys)

**Project:** Select a Project Type of *Any*, *Family* or *Elderly*

**Apt. Units:** Specify a range of Units or leave blank.

After specifying your search criteria, click the *Search* button. PIX will display a listing of properties that meet your search criteria. In the example below, all properties are selected from the State of Iowa that have *requested prepayment*.

**USDA UNITED STATES DEPARTMENT OF AGRICULTURE**

Logout

PIX Home | MFH Search | Edit Registration | MFH Regulations | Contact

## Select a Property

Status:

States:

Project:

Apt. Units:  -

**Search Results**

ST	City	Name	Type	Apts	RA	Sec. 8	Select
IA	Alden	Hilltop Village, Inc	E	20	7	0	<input type="radio"/>
IA	Alton	NW APTS PTSHP #4	F	12	0	0	<input type="radio"/>
IA	Alton	NW APTS PTSHP #3	F	8	0	0	<input type="radio"/>
IA	Bayard	Midiowaf	F	8	8	0	<input type="radio"/>
IA	Bayard	Midiowae	E	20	18	0	<input type="radio"/>
IA	Garwin	Garwin Courts, Inc.	E	10	6	0	<input type="radio"/>
IA	Gilman	West Ridge Apartment	F	4	0	4	<input type="radio"/>
IA	Hampton	Hampton Community Ho	E	44	22	0	<input type="radio"/>
IA	Liscomb	Lisco Apartments, In	E	8	1	0	<input type="radio"/>
IA	Osceola	Osceola Rentals	F	8	6	0	<input checked="" type="radio"/>

**2. Click Select Button** →

**1. Click the Select Radio Button** →

## 2.2 VIEW A PROPERTY FACT SHEET

To view a Property Fact Sheet, select a property and click the Select button. The **Property Fact Sheet** appears in a separate window.



The screenshot shows a web browser window titled "PIX Project Fact Sheet - Microsoft Internet Explorer". The address bar contains the URL: [https://pix.sc.egov.usda.gov/pixdad/pub\\_show\\_property?USER\\_ID=111111111&SESS\\_KEY=64](https://pix.sc.egov.usda.gov/pixdad/pub_show_property?USER_ID=111111111&SESS_KEY=64). The main content area displays a "Property Fact Sheet" for "Osceola Rentals".

Property Fact Sheet	
Project Name:	Osceola Rentals
Status:	Prepayment Requested
Project Address:	217 South Jackson
City, State Zip:	Osceola, IA 50213
Appraisal Value:	
Listed For Sale Date:	
Application Accepted Date:	02-FEB-06
Total Apt. Units:	Apt. Units
	8
Borrower:	Osceola Rentals
Address:	PO Box 201
City, State Zip:	Osceola, IA 50213
Telephone:	(641) 342-2222
Fax Number:	(641) 342-6449
Borrower Contact:	Helen Saylor Kimes
Rural Development Office:	INDIANOLA Area Office
Address:	909 E. 2ND AVENUE
	SUITE C
City, State Zip:	INDIANOLA, IA 50125
Telephone:	(515) 961-5365
Project Picture:	<a href="#">Link To Picture</a>

On the right side of the form, there is a large teal text overlay that reads "Property Fact Sheet".

The browser's taskbar at the bottom shows the Start button, several open windows (including "MFH Search Page - Mi...", "PIX Project Fact Shee...", and "PIX\_screens\_NP.doc ..."), and the system tray with the time 3:53 PM.

## 2.3 DISPLAY PROPERTY PICTURE

On the **Property Fact Sheet**, scroll down to the *Project Picture* field. If a picture is available, you will see a *Link to Picture*. Click on the link to view the picture.

Property Fact Sheet

Project Name:	Osceola Rentals			
Status:	Prepayment Requested			
Project Address:	217 South Jackson			
City, State Zip:	Osceola, IA 50213			
Appraisal Value:				
Listed For Sale Date				
Application Accepted Date	02-FEB-06			
Total Apt. Units	Apt. Units	Bedroom Type	Basic Rent	Market Rent
	8			
Borrower:	Osceola Rentals			
Address:	PO Box 201			
City, State Zip:	Osceola, IA 50213			
Telephone:	(641) 342-2222			
Fax Number:	(641) 342-6449			
Borrower Contact:	Helen Saylor Kimes			
Rural Development Office:	INDIANOLA Area Office			
Address:	909 E. 2ND AVENUE			
	SUITE C			
City, State Zip:	INDIANOLA, IA 50125			
Telephone:	(515) 961-5365			
Project Picture:	<a href="#">Link To Picture</a>			

1. Click Link to Display Picture

Display Property Picture

PIX Project Fact Sheet - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address [https://pix.sc.egov.usda.gov/pixdad/pub\\_show\\_image?USER\\_ID=111111111&SESS\\_KEY=648&PROJ\\_NAME=137423](https://pix.sc.egov.usda.gov/pixdad/pub_show_image?USER_ID=111111111&SESS_KEY=648&PROJ_NAME=137423) Go

**USDA** UNITED STATES DEPARTMENT OF  
**AGRICULTURE**

Project Image



View Property Image

1. Click Close →

Done Trusted sites

start MFH Search Page - Mi... PIX Project Fact Shee... PIX Project Fact Shee... PIX\_screens\_NP.doc ... 3:54 PM

## 2.4 SAVE SEARCH CRITERIA

On the **MFH Search** page, select the search criteria for the types of properties you are interested in. Click the *Search* button to view the results of your search. To save the search criteria, click on the *Save Search* button.

**1. Select Prepay or For Sale**

**2. Select State(s)**

**3. Select Any, Family or Elderly**

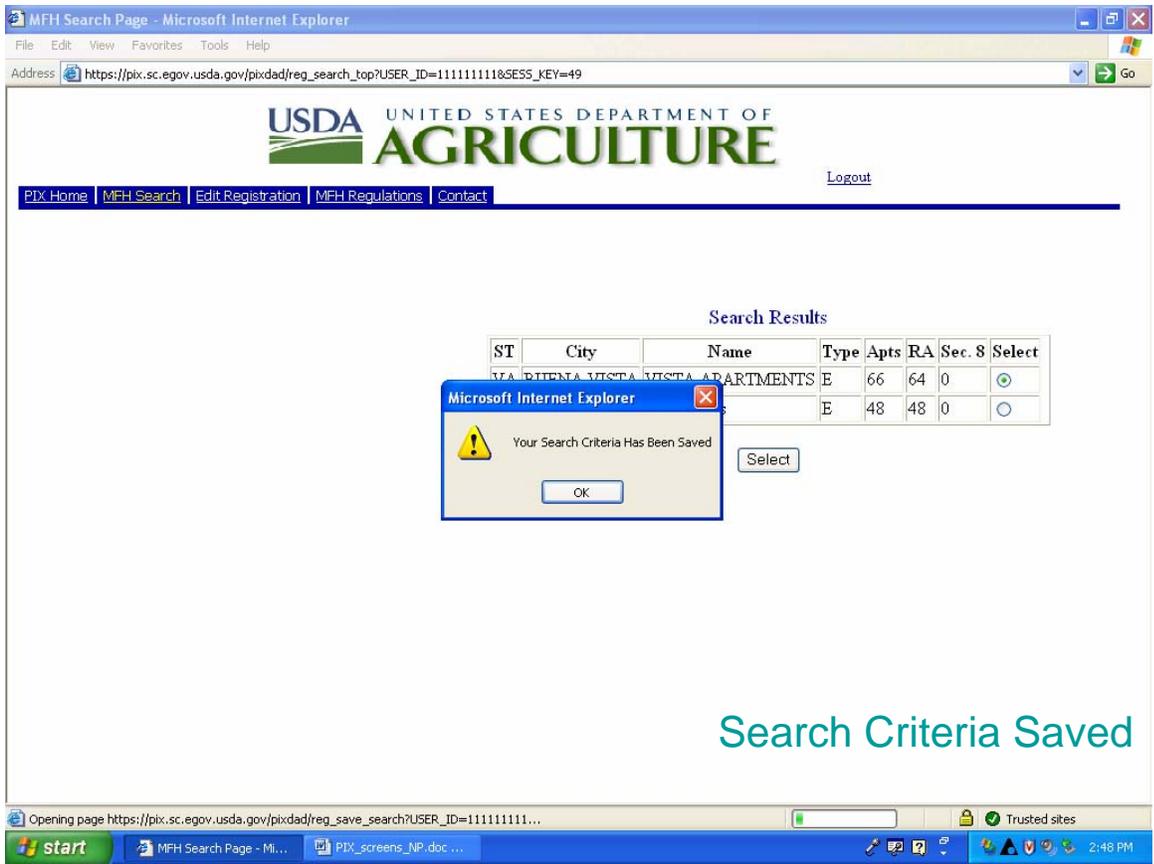
**4. Select Range of Units**

**5. Click Save Search**

**Search Results**

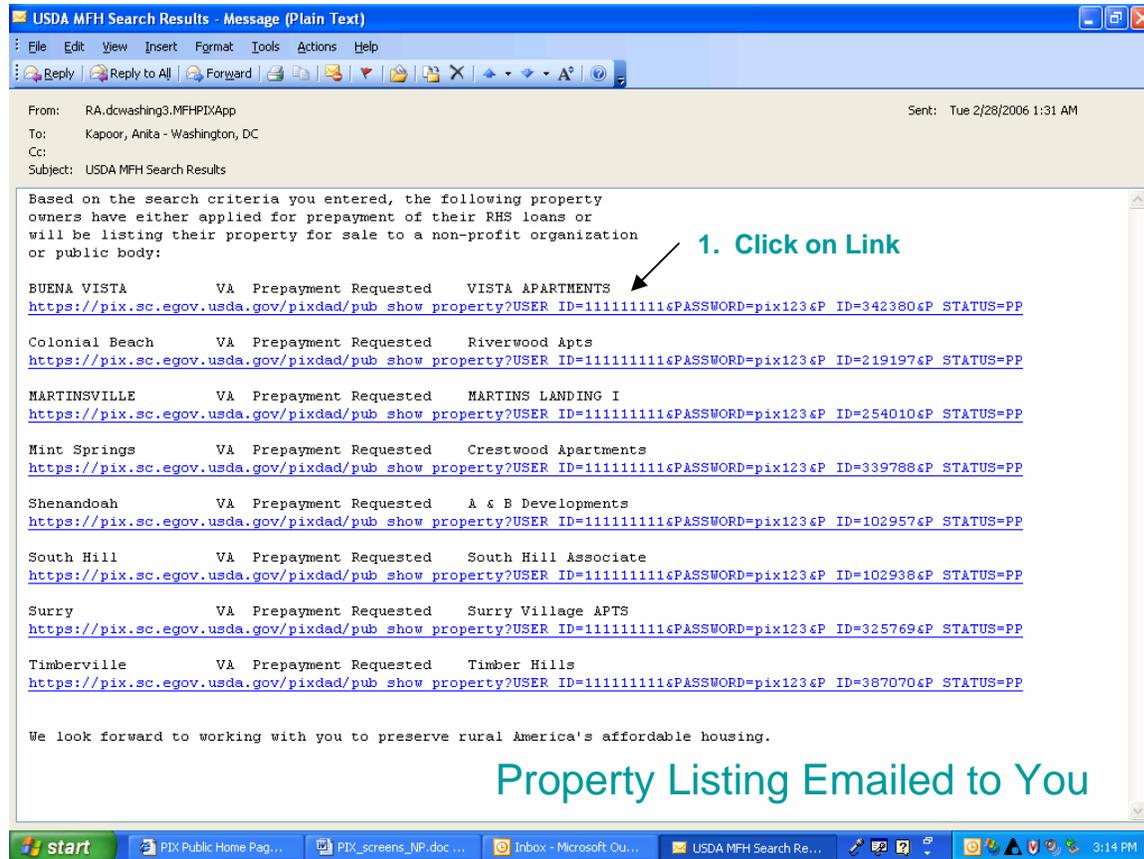
ST	City	Name	Type	Apts	RA	Sec. 8	Select
VA	BUENA VISTA	VISTA APARTMENTS	E	66	64	0	<input checked="" type="radio"/>
VA	Timberville	Timber Hills	E	48	48	0	<input type="radio"/>

**Save Property Search Criteria**



Each time you navigate to this page, the page will retain your search selection that you saved. Click *Search* to retrieve properties based on the saved search criteria. You can always change the selection to view a different set of properties.

When you registered, you had the option to select an **Email Frequency** of *Weekly*, *Monthly* or *None*. If you chose *Weekly* or *Monthly*, you will automatically receive an email listing based on the search criteria that you saved. Below is an example of a typical email that you might receive.



Click on any of the links to view the corresponding **Property Fact Sheet**.

PIX Project Fact Sheet - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address [https://pix.sc.egov.usda.gov/pixdad/pub\\_show\\_property?USER\\_ID=111111111&SESS\\_KEY=64](https://pix.sc.egov.usda.gov/pixdad/pub_show_property?USER_ID=111111111&SESS_KEY=64) Go

### Property Fact Sheet

<b>Project Name:</b>	VISTA APARTMENTS
<b>Status:</b>	Prepayment Requested
<b>Project Address:</b>	3101 ROCKBRIDGE AVE
<b>City, State Zip:</b>	BUENA VISTA, VA 24416
<b>Appraisal Value:</b>	
<b>Listed For Sale Date</b>	
<b>Application Accepted Date</b>	14-JUN-05
<b>Total Apt. Units</b>	<b>Apt. Units</b> <b>Bedroom Type</b> <b>Basic Rent</b> <b>Market Rent</b>
	66 1 Bedroom 356 499
	66
<b>Borrower:</b>	The Knopp Company
<b>Address:</b>	22 Terry Court
<b>City, State Zip:</b>	Staunton, VA 24401
<b>Telephone:</b>	(540) 885-0837
<b>Fax Number:</b>	(540) 886-6591
<b>Borrower Contact:</b>	Daniel W. Knopp
<b>Rural Development Office:</b>	HARRISONBURG AREA OFFICE
<b>Address:</b>	1934 Deyerle Avenue, Suite D
<b>City, State Zip:</b>	HARRISONBURG, VA 22801
<b>Telephone:</b>	(540) 433-9126
<b>Project Picture:</b>	<a href="#">Link To Picture</a>

View  
Link  
from  
Search  
Email

Done Trusted sites

start MFH Search Page - Mi... PIX Project Fact Shee... PIX\_screens\_NP.doc ... 3:56 PM

# Section 3

## Edit Registration

### 3.1 EDIT REGISTRATION INFORMATION

From the **PIX Welcome page**, click on the tab for *Edit Registration*. Edit your information and click *Save*.

Update Registration

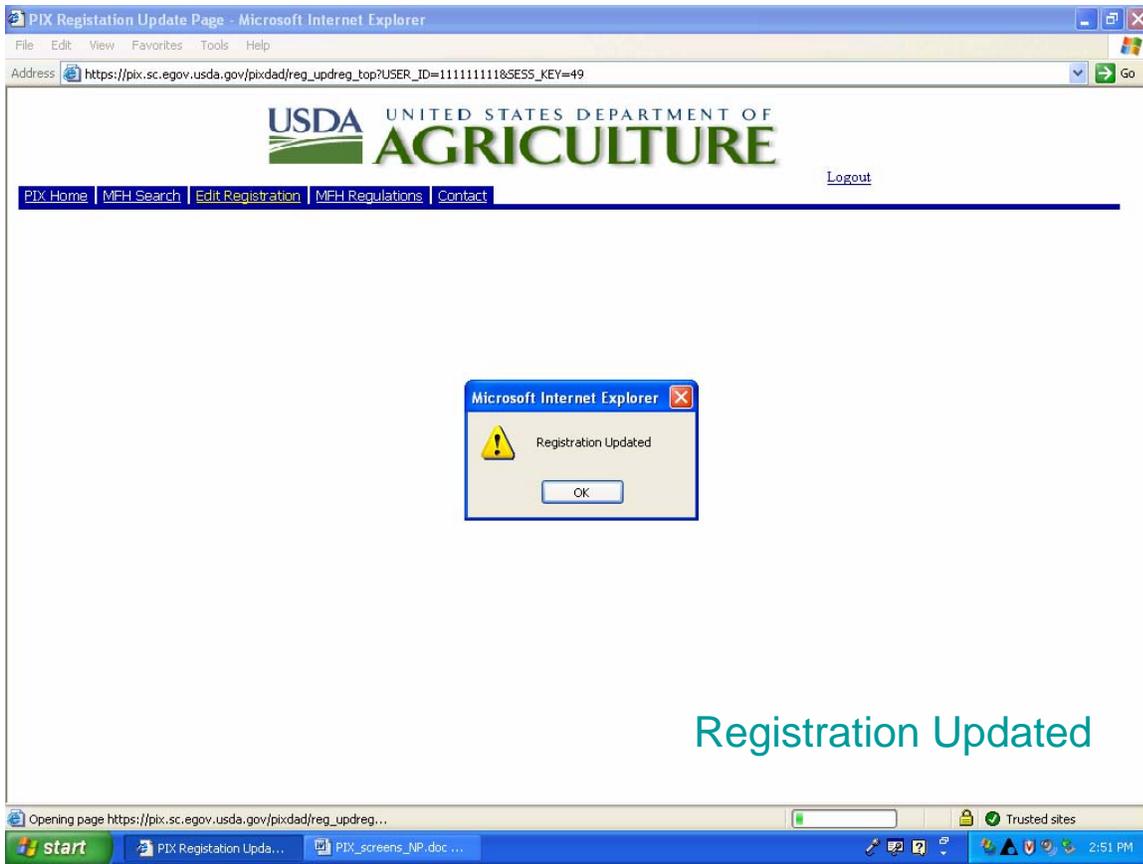
1. Modify Entry

Tax Payer ID:	111111111
* Organization's Name:	NATIONAL AFFORDABLE HOUSING CORPORATION <a href="#">Help?</a>
* Street Address:	123 Main Street <a href="#">Help?</a> Suite 1480
* City:	Bristow
* State:	Virginia
* Zip:	20134
Group Type:	Local NP/Public Agency <input checked="" type="radio"/> Regional/National <input type="radio"/> <a href="#">Help?</a>
Contact Name:	John Doe
* Telephone:	(111) 111-1111
Email:	anita.kapoor@usda.gov
Fax:	(111) 111-1112
E-mail Frequency:	Weekly
* Password:	*****
* Confirm Password:	*****

asterick's (\*) indicate required fields

2. Click Save →

Edit Registration



### 3.2 REQUEST EMAIL LISTINGS OF PROPERTIES

On the **Edit Registration** page, an *Email Frequency* field gives you the following drop-down options:

- None
- Weekly
- Monthly

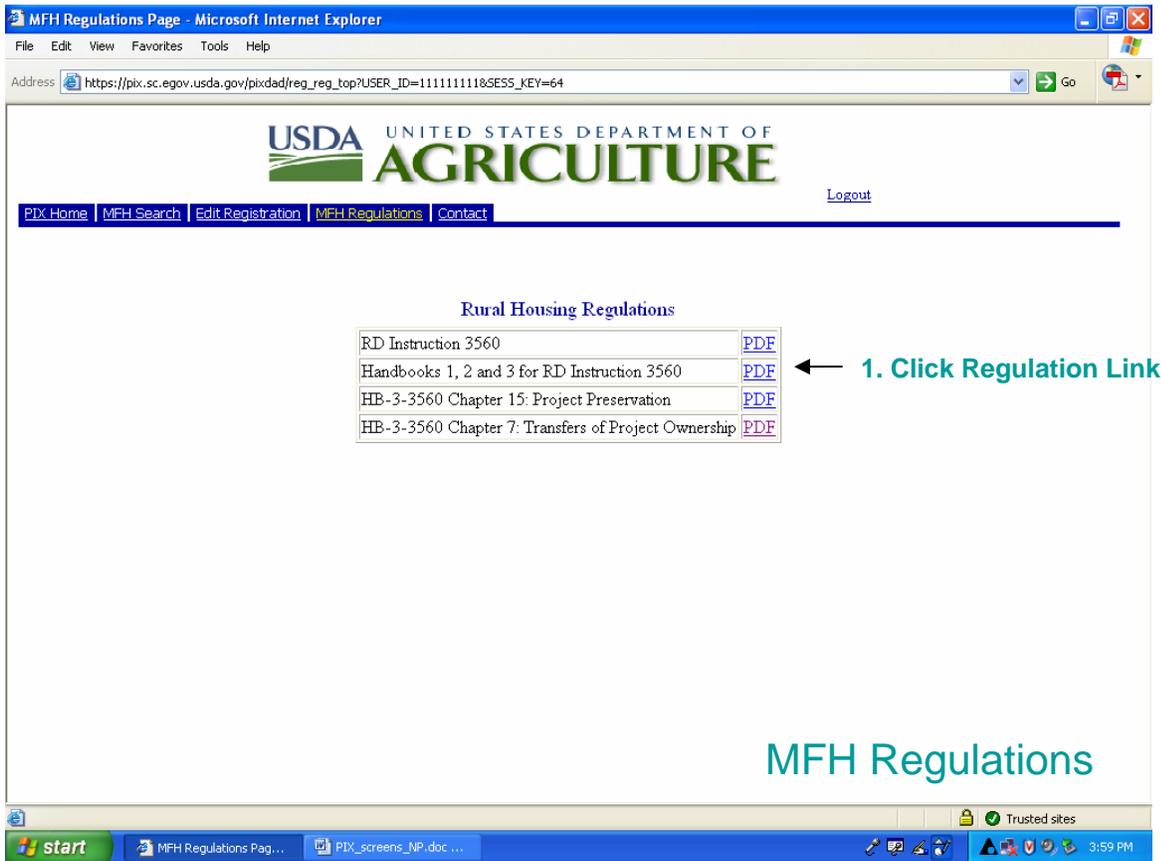
If you wish to receive regular email listings of properties, based on the search criteria that you saved, select the *Weekly* or *Monthly* option. Make sure that you have, in fact, saved your search criteria on the **MFH Search** page (see Section 2.4).

# Section 4

## MFH Regulations

### 4.1 VIEW MFH REGULATIONS

The following four links are available to view pertinent sections of the current Multi-Family Housing Regulations.



http://www.rurdev.usda.gov/regs/handbook/hb-1-3560/LoAppendix%201.pdf - Microsoft Internet Explorer

Address http://www.rurdev.usda.gov/regs/handbook/hb-1-3560/LoAppendix%201.pdf

Save a Copy Print Email Search Review & Comment Sign

Select Text 118%

# RD Instruction 3560

HB-1-3560  
Appendix 1  
Page 1 of 198

## Appendix 1

### 7 CFR PART 3560--DIRECT MULTI-FAMILY HOUSING LOANS AND GRANTS

#### TABLE OF CONTENTS

Subpart A--General Provisions and Definitions

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8.5 x 11 in 1 of 198

Done Trusted sites

start http://www.rurdev.u... PIX\_screens\_NP.doc...

USDA-RURAL DEVELOPMENT HANDBOOKS - Microsoft Internet Explorer

Address <http://www.rurdev.usda.gov/regs/hblist.html#hb35601> Go

## HB-1-3560 MFH Loan Origination Handbook

A consolidated version of the handbook is available. [HB-1-3560](#) is a large document and may take sometime to load.

### MFH Handbooks

<a href="#">Table of Contents</a>	<a href="#">Chapter 1</a> Introduction	<a href="#">Chapter 2</a> MFH Programs and the Origination Process
<a href="#">Chapter 3</a> Property Requirements	<a href="#">Chapter 4</a> NOFA and Initial Application Process	<a href="#">Chapter 5</a> Processing Final Applications - Stage 2
<a href="#">Chapter 6</a> Participating with Other Funding Sources	<a href="#">Chapter 7</a> Security Requirements	<a href="#">Chapter 8</a> Loan Closing and Project Lease-Up
<a href="#">Chapter 9</a> Project Construction	<a href="#">Chapter 10</a> Subsequent Loans and Loans for Final Payments	<a href="#">Chapter 11</a> Special Property Types
<a href="#">Chapter 12</a> Farm Labor Housing Loans and Grants	<a href="#">Appendix 1</a> 7 CFR part 3560	<a href="#">Appendix 2</a> 7 CFR part 11
<a href="#">Appendix 3</a> Forms Referenced in this Handbook	<a href="#">Appendix 4</a> Handbook Letters	

## HB-2-3560 MFH Asset Management Handbook

A consolidated version of the handbook is available. [HB-2-3560](#) is a large document and may take sometime to load.

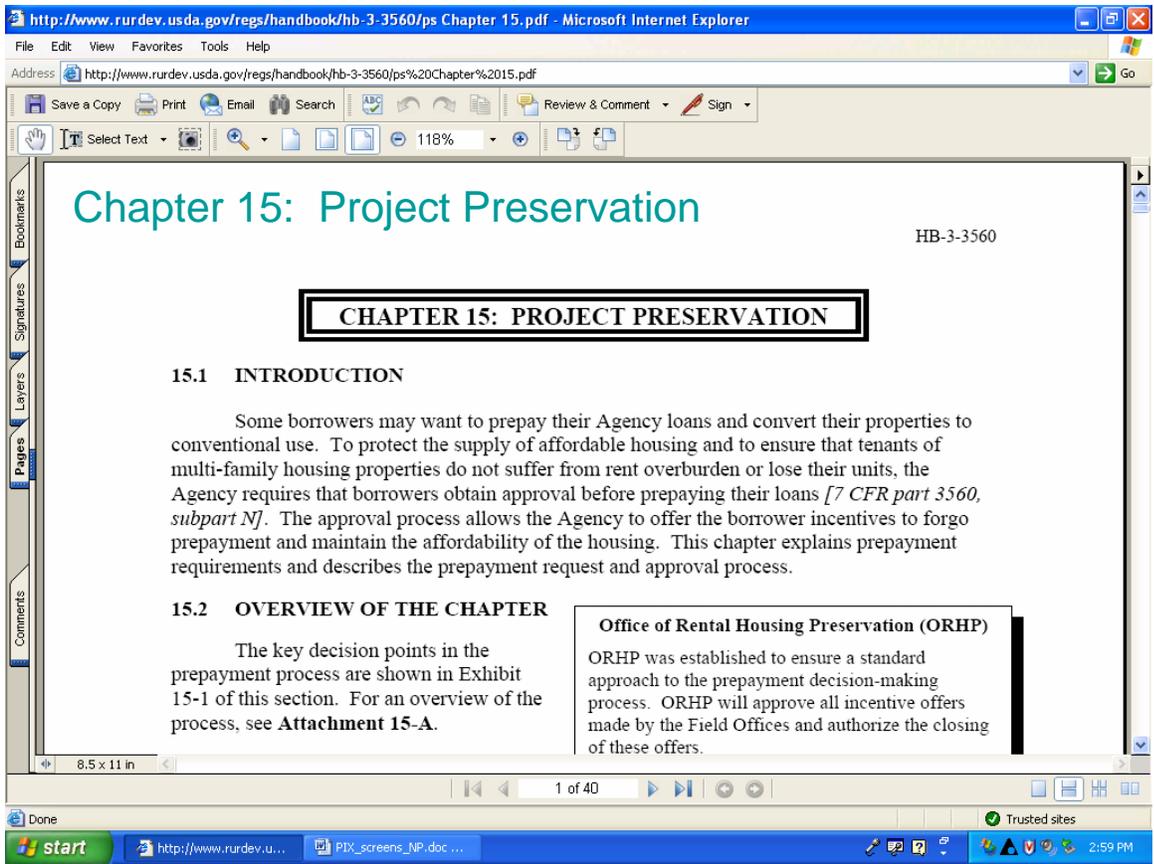
<a href="#">Table of Contents</a>	<a href="#">Chapter 1</a> Introduction	<a href="#">Chapter 2</a> MFH Programs and Asset Management
<a href="#">Chapter 3</a> Property Management	<a href="#">Chapter 4</a> Financial Management	<a href="#">Chapter 5</a> Project Physical Conditions
<a href="#">Chapter 6</a> Project Occupancy	<a href="#">Chapter 7</a> Rent, Shelter Costs, and Utility Allowances	<a href="#">Chapter 8</a> Rental Subsidies
<a href="#">Chapter 9</a> Agency Monitoring	<a href="#">Appendix 1</a> 7 CFR part 3560	<a href="#">Appendix 2</a> 7 CFR part 11
<a href="#">Appendix 3</a> Forms Referenced in this Handbook	<a href="#">Appendix 4</a> Handbook Letters	<a href="#">Appendix 5</a> Civil Rights Laws' Accessibility Requirements That Apply to the Multi-Family Housing (MFH) Program

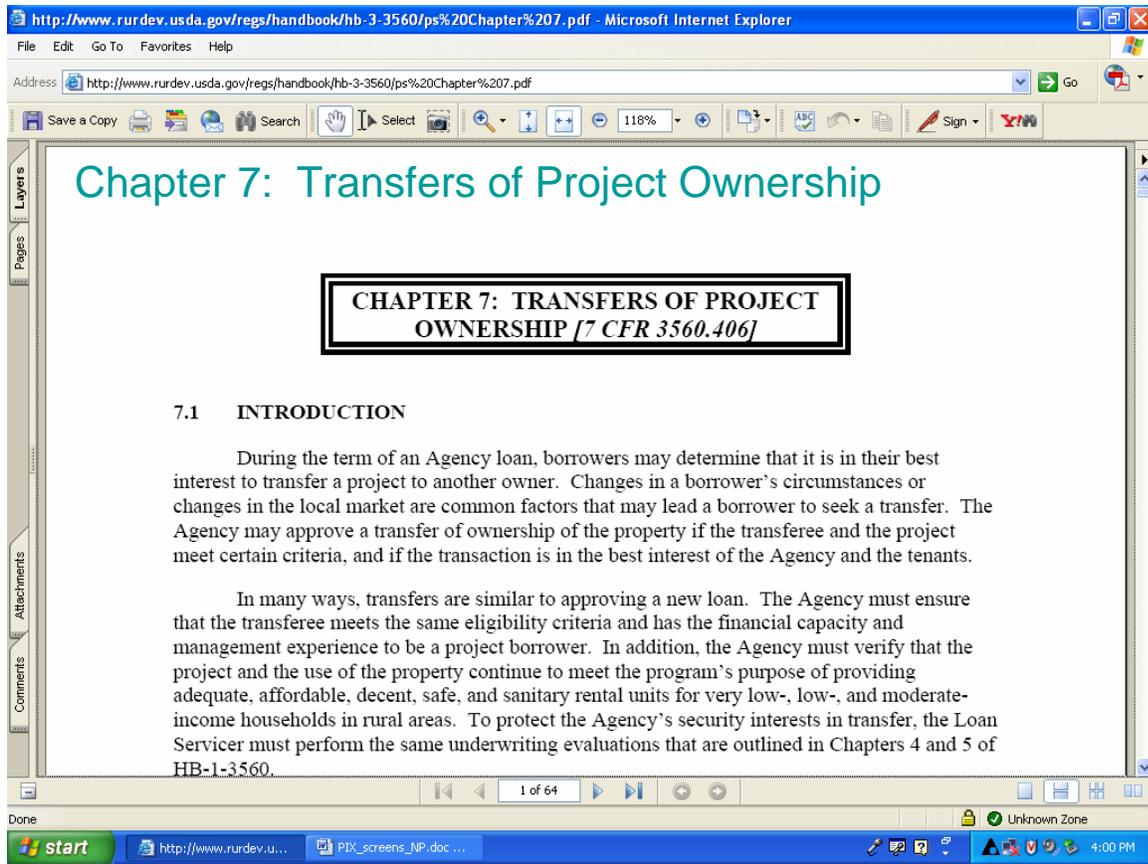
## HB-3-3560 MFH Project Servicing Handbook

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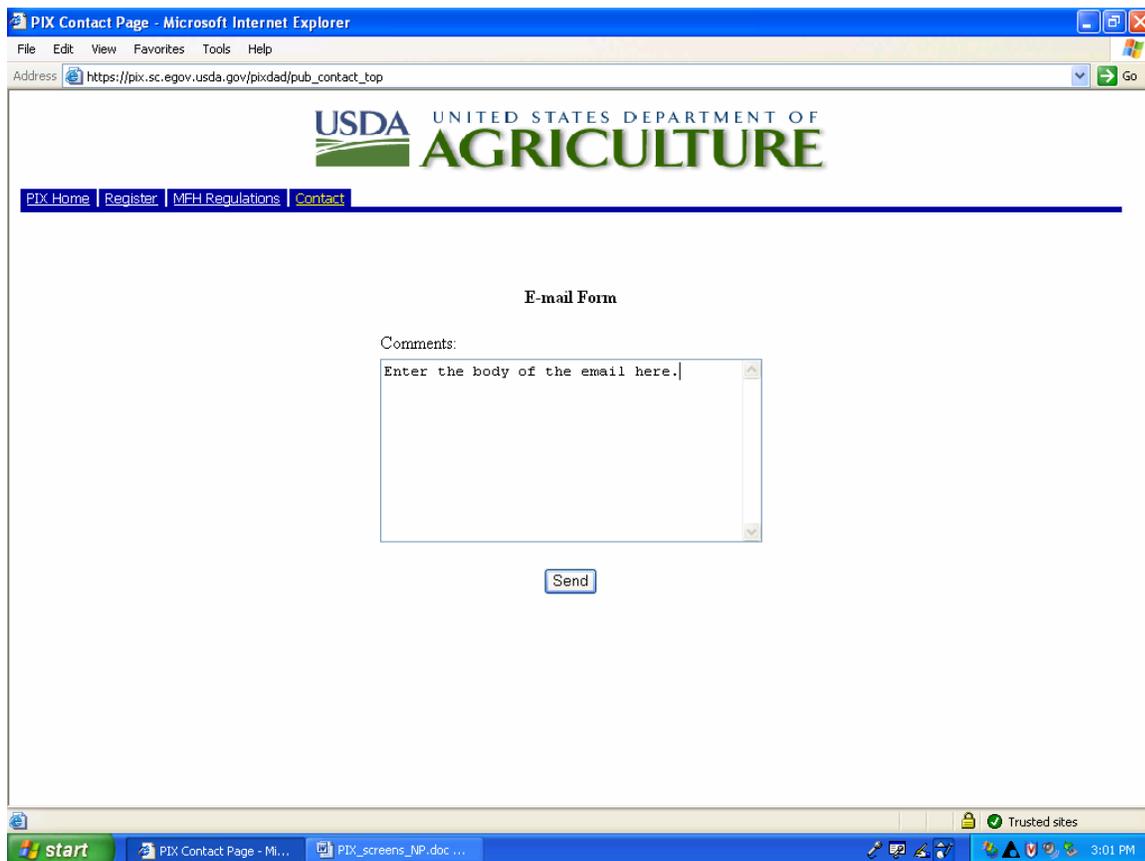




## Section 5 Contact MFH

### 5.1 SEND AN EMAIL

From the **PIX Welcome** page, click on the *Contact* tab if you wish to send an email to the program sponsors of PIX.



The screenshot shows a web browser window titled "PIX Contact Page - Microsoft Internet Explorer". The address bar shows the URL "https://pix.sc.egov.usda.gov/pixdad/pub\_contact\_top". The page header features the USDA logo and the text "UNITED STATES DEPARTMENT OF AGRICULTURE". Below the header is a navigation menu with tabs for "PIX Home", "Register", "MFH Regulations", and "Contact". The main content area is titled "E-mail Form" and contains a "Comments:" label above a text input field. The input field contains the placeholder text "Enter the body of the email here." and a "Send" button is located below the input field. The Windows taskbar at the bottom shows the Start button, open applications, and the system tray with the time "3:01 PM".

Enter your message in the **Comments** box and click *Send*. A reply will be sent to the email address that you entered on the **Registration** page.