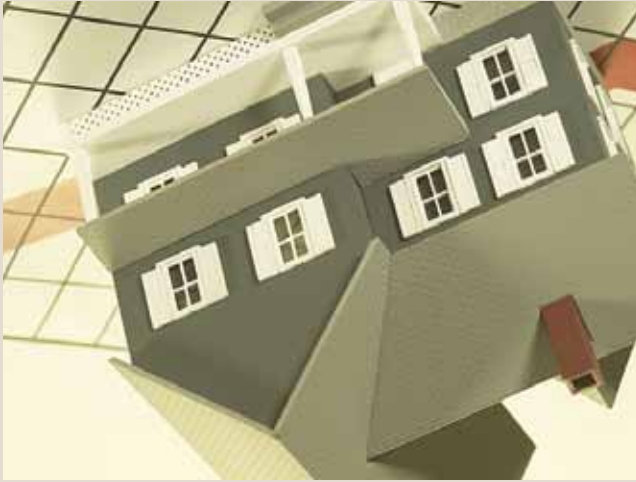


For township supervisors, board of review members, alternates and assessors



Approved by the State Tax Commission for assessor renewal credit!

2012 Board of Review Training



512 Westshire Drive
Lansing, MI 48917

Prsrt Std.
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Lansing, MI
Permit #765

*Board of Review Training
classes fill up fast!
Register early to avoid
disappointment!*

2012 Board of Review Training

To help board of review members, alternates, township supervisors and assessors in preparing for 2012 board of review sessions, MTA is conducting half-day *Board of Review Training* workshops at 12 locations throughout the state. Online options are also available. Watch a live video stream on Feb. 29 or purchase an on-demand recording, available March 2, to view at your convenience.




New format this year

Basic and advanced sessions are rolled into one combined class, featuring more interaction and discussion on important dates, along with a variety of classification and exemption trouble spots. Find out how procedural changes, recent legislation and court decisions will impact assessing and board of review actions. Participants will receive (and discuss!) important forms and bulletins. Get a review of the essentials every board of review member must know!

Lunch will be served *prior* to the workshop, which begins at 12:30 p.m.

Event Details

- 11:30 a.m. Registration Check-in & Lunch 
- 12:30 p.m. Workshop Begins
 - ◆ Board of Review Essentials
 - ◆ Witness the Board in Action
 - ◆ What's New and in Review
- 4:50 p.m. Adjourn

Instructors:

Cindy Davis, MTA Member Information Specialist & Assessor

Barbara Van Gelderen, Supervisor/Assessor, Manlius Township (Allegan Co.) & Level III Assessor

Dates & Locations

- Feb. 1: Crystal Mountain, Thompsonville
- Feb. 2: Comfort Suites, Mt. Pleasant
- Feb. 7: Tawas Bay Beach Resort, East Tawas
- Feb. 8: St. Clair Inn, St. Clair
- Feb. 9: Bavarian Inn Lodge, Frankenmuth
- Feb. 14: Fetzer Center, Kalamazoo
- Feb. 15: Holiday Inn, Muskegon
- Feb. 22: Holiday Inn, Marquette
- Feb. 23: Little Bear East, St. Ignace
- Feb. 24: Treetops Conference Center, Gaylord
- Feb. 28: Holiday Inn Near the University, Ann Arbor
- Feb. 29: MSU Henry Center, Lansing (or online)

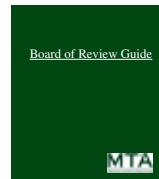
Driving directions available at www.michigantownships.org/Edworkshops.asp or call (517) 321-6467.



Approved by the State Tax Commission for 4 hours of (elective) continuing education credits for assessors.

Cancellation, Substitution & Switching Policy

Written cancellation requests received at the MTA office *at least two weeks prior to the event date* will receive a full refund. No refunds will be issued thereafter. You may switch workshop locations at no charge if you notify MTA of the change at least one week prior to the workshop; otherwise, a \$25/person fee will be assessed. You may substitute another individual from your township for your registration at any time without incurring a charge; please notify MTA of the change.



SPECIAL DISCOUNT: Members may purchase a 2012 edition of MTA's comprehensive and updated *Board of Review Guide*, at a discounted rate of \$31.50, when registering for the class. The books will be distributed at check-in.

REGISTRATION FORM

Please indicate whether *EACH* person attending desires a guidebook.

TOWNSHIP & COUNTY	
NAME & TITLE _____	Guidebook: <input type="checkbox"/> Yes <input type="checkbox"/> No
NAME & TITLE _____	Guidebook: <input type="checkbox"/> Yes <input type="checkbox"/> No
NAME & TITLE _____	Guidebook: <input type="checkbox"/> Yes <input type="checkbox"/> No
NAME & TITLE _____	Guidebook: <input type="checkbox"/> Yes <input type="checkbox"/> No
TELEPHONE _____	EMAIL ADDRESS (where confirmation will be sent) _____

Please check the workshop you will attend:

<input type="checkbox"/> Feb. 1, Thompsonville	<input type="checkbox"/> Feb. 15, Muskegon
<input type="checkbox"/> Feb. 2, Mt. Pleasant	<input type="checkbox"/> Feb. 22, Marquette
<input type="checkbox"/> Feb. 7, East Tawas	<input type="checkbox"/> Feb. 23, St. Ignace
<input type="checkbox"/> Feb. 8, St. Clair	<input type="checkbox"/> Feb. 24, Gaylord
<input type="checkbox"/> Feb. 9, Frankenmuth	<input type="checkbox"/> Feb. 28, Ann Arbor
<input type="checkbox"/> Feb. 14, Kalamazoo	<input type="checkbox"/> Feb. 29, Lansing

On-site, face-to-face workshop

EARLY-BIRD rate*: \$79 *For paid registrations received by Jan. 11.*

REGULAR rate*: \$99 *For paid registrations received after Jan. 11.*

_____ (# registered) x \$ _____ (rate) = \$ _____

_____ (# of books) x (\$31.50/book*) = \$ _____

OR

Live video stream OR on-demand recording

Essentials (12:30-1:50 p.m.)	\$35*	\$ _____
Board in Action (2-3:20 p.m.)	\$35*	\$ _____
What's New and in Review (3:30-4:50 p.m.)	\$35*	\$ _____
TOTAL =		\$ _____

*Rates apply to MTA members. Non-members, call for rates.

Send your completed registration form with payment to MTA, P.O. Box 80078, Lansing, MI 48908-0078; fax: (517) 321-8908. Or register online at www.michigantownships.org. Questions? Call (517) 321-6467.