



Bill Ritter, Jr.
Governor

Colorado Department of Local Affairs
Susan E. Kirkpatrick
Executive Director

DIVISION OF PROPERTY TAXATION
JoAnn Groff
Property Tax Administrator

BULLETIN NO. 42

TO: County Assessors
FROM: JoAnn Groff
Property Tax Administrator
DATE: November 26, 2008

THE BULLETIN IS AVAILABLE ON OUR WEBSITE
New website address: <http://dola.colorado.gov>

<u>Date</u>	<u>Title</u>	<u>Distribution</u>
11/26/08	Administration 702-Assessor's Role in Local Government	Review with interested personnel. Return registration form to Division. File in Education File.
11/26/08	Appraisal 607-National USPAP Update Course	Review with interested personnel. Return registration form to Division. File in Education File.





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DIVISION OF PROPERTY TAXATION

JoAnn Groff
Property Tax Administrator

TO: All County Assessors
FROM: JoAnn Groff
Property Tax Administrator
SUBJECT: Administration 702-Assessor's Role in Local Government
Grand Junction Location is Postponed
DATE: November 26, 2008
DISTRIBUTION: Review with interested personnel.
Return registration form to Division.
File in Education File.

Assessor's Role in Local Government (Admin 702)

Five-day Course

Education Credit: 32 hours (continuing education only)

Tested: Yes

Recommended Prerequisite: Introduction to Assessment

Cost per student: \$50.00 (Please make checks payable to: Colorado Assessors Association)

- ⇒ Abstract Compliance
- ⇒ Assessment Calendar
- ⇒ Parcel Numbering and Mapping
- ⇒ Administrative Procedures for Personal Property Declarations
- ⇒ Accounts Incurring Penalties
- ⇒ Confidentiality of Records
- ⇒ Severed Minerals, New Construction, Manufactured Homes
- ⇒ Deeds, Real Property Transfer Declarations (TD 1000)
- ⇒ Formation of Special Districts
- ⇒ Notices of Valuation, Special Notices of Valuation, and Appeals Process
- ⇒ Certification of Values to Taxing Entities and Certification of Levies

Class times are 8:30am to 4:30pm

2008					
POSTPONED	Grand Jct	State Svcs Building	970-248-7318	666 S. 6 th Rm 101	John & Frank
12/1-5/2008	Jefferson	Jefferson County Courthouse	303-2718667	100 Jefferson County Parkway	Janeen & Renee





COLORADO ASSESSORS' ASSOCIATION
 DPT EDUCATION REGISTRATION FORM
 1313 Sherman Street, Room 419
 Denver, Colorado 80203
 (303) 866-2371 Telephone
 (303) 866-4000 Fax

County Name

- Assessor's Staff
- Commissioner's Staff
- Treasurer's Staff
- Clerk & Recorder's Staff
- Other

Please submit one registration form for each course title.

Course Title	
Location	
Course Date	

County Contact Person		
Work Phone Number (Include Area Code & Extension)		E-mail:

NAME	E-MAIL	SOCIAL SECURITY NO. LAST 4 DIGITS ONLY (First-time Students ONLY)	COLORADO APPRAISAL LICENSE NUMBER

For **appraisal** classes e-mail rebecca.fisk@state.co.us
 For **administrative** classes e-mail evelyn.hernandez@state.co.us



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DIVISION OF PROPERTY TAXATION

JoAnn Groff
Property Tax Administrator

TO: All County Assessors and Staff
FROM: JoAnn Groff
Property Tax Administrator
SUBJECT: Appraisal 607: National USPAP Update Course
DATE: November 26, 2008
DISTRIBUTION: Review with interested personnel.
Return registration form and payment to Division.
File in Education File.

National USPAP Update Course
(APR 607)

One-day Course

Education Credit: 7 Credit Hours (Continuing Education)

Tested: Not for 2009

Recommended

Prerequisite(s): Licensed Appraisers

Cost Per Student:

\$82.00 *(Please make checks payable to: Colorado Assessors' Association.)*

Cost includes the cost of the current USPAP manual and 7-hour student manual. **All student registrations and fees for these classes must be received by the Division, by the deadlines shown, to meet the ordering and shipping deadlines for material.**

TOPICS:

- Focuses on changes to the 2008-2009 edition of USPAP.
- USPAP will be applied to everyday appraiser practice.
- Aids appraisers seeking competency in the Uniform Standards of Professional Appraisal Practice (USPAP).

Class time is from 8:30 a.m. to 5:00 p.m.

2009					
January 13 <i>Deadline Dec. 12</i>	Colorado Springs	El Paso County Professional Building	105 E. Vermijo Ave. Fourth Floor	719-520-6606	Sue
February 18 <i>Deadline Jan. 16</i>	Grand Junction	Mesa County Courthouse	550 East Road Ave. / 241 North 6 th	970-244-1610	John
March 18 <i>Deadline Feb. 13</i>	Lone Tree	Douglas County Park Meadows Facility	9350 Heritage Hills Cir.	720-733-6900	Sue

These courses will be posted on the Division website next week.





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