



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. 43

TO: County Assessors  
FROM: JoAnn Groff  
Property Tax Administrator  
DATE: December 3, 2008

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

| <u>Date</u> | <u>Title</u>   | <u>Distribution</u>   |
|-------------|--|---|
| 12/03/08    | Statutory Advisory Committee's December meeting materials now on DPT Website | All interested personnel  |
| 12/03/08    | Appraisal 201: Personal Property   | Review with interested personnel.<br>Return registration form to<br>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

DATE: December 3, 2008

RE: Materials Reviewed By Statutory Advisory Committee on Our Website

DISTRIBUTION: All Interested Personnel

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MEMORANDUM

The materials that are to be reviewed by the Statutory Advisory Committee at their next meeting on December 11, 2008, are now available to look at on our website. They can be found at: [http://dola.colorado.gov/dpt/state\\_board\\_and\\_sac\\_notices/index.htm](http://dola.colorado.gov/dpt/state_board_and_sac_notices/index.htm) . Just click on the links of the materials that you would like to see.





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**DIVISION OF PROPERTY TAXATION**

JoAnn Groff  
Property Tax Administrator

TO: All County Assessors

FROM: JoAnn Groff  
Property Tax Administrator

SUBJECT: Appraisal 201: Personal Property

DATE: December 3, 2008

DISTRIBUTION: Review with interested personnel.  
Return registration form to Division.  
File in Education File.

**Personal Property  
(APR 201)**

**Two-day Workshop**

**Education Credit:** This course no longer qualifies for Continuing Education credit for a real property appraisal license.

**Tested:** No.

**Recommended**

**Prerequisites:** None.

**Cost Per Student:** \$20.00

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

**TOPICS:**

- Constitutional Provisions and Statutory References
- Assessment Calendar
- Court Decisions
- Discovery and Listing
- Administrative Issues: Confidentiality and Penalties
- Classification
- Depreciation Tables and Factors
- Valuation Procedures
- Taxpayer Remedies and BIAs
- Special Issues
- Performance Analysis
- Case Study

Class time is from 8:30 a.m. to 4:30 p.m. each day.

| 2009          |        |                                     |  |                |     |
|---------------|--------|-------------------------------------|--|----------------|-----|
| January 27-28 | Aurora | Arapahoe County's CentrePoint Plaza | 14980 E. Alameda Drive<br>Littleton Room C | (303) 636-1100 | Ken |





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.*

|                     |  |
|---------------------|--|
| <b>Course Title</b> |  |
| <b>Location</b>     |  |
| <b>Course Date</b>  |  |

|   |  |                |
|---|--|----------------|
| <b>County Contact Person</b>                                |  |                |
| <b>Work Phone Number</b><br>(Include Area Code & Extension) |  | <b>E-mail:</b> |

| NAME | E-MAIL | SOCIAL SECURITY NO.<br>LAST 4 DIGITS ONLY<br>(First-time Students ONLY) | COLORADO<br>APPRAISAL LICENSE<br>NUMBER |
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For **appraisal** classes e-mail [rebecca.fisk@state.co.us](mailto:rebecca.fisk@state.co.us)  
 For **administrative** classes e-mail [evelyn.hernandez@state.co.us](mailto:evelyn.hernandez@state.co.us)