



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. 30

TO: County Assessors
FROM: JoAnn Groff
Property Tax Administrator
DATE: August 5, 2009

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

<u>Date</u>	<u>Title</u>	<u>Distribution</u>
8/5/09	Administration 100 – Introduction to Assessment	Review with interested personnel. Return registration form to Division. File in Education File.





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Property Tax Administrator

TO: All County Assessors

FROM: JoAnn Groff
Property Tax Administrator

SUBJECT: Administration 100 – Introduction to Assessment

DATE: August 5, 2009

DISTRIBUTION: Review with interested personnel.
Return registration form to Division.
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Introduction to Assessment
(Admin 100)

Five-day Course

Education Credit: 23 hours (**continuing education only**)

Tested: Yes

Recommended Prerequisite: This course is the recommended prerequisite for all five-day courses.

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

Colorado History and Law
Local Government Finance in Colorado
The Assessment Function and Calendar
Geometric Shapes
Real Property Descriptions
Assessment Maps & Parcel Numbering
Real Property Appraisal
Mass Appraisal and Statistics
Personal Property Appraisal
Assessment Math
Real Property Title Conveyances
Communication and Public Relations

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

2009					
7/27-31/09 Cancelled	Grand Junction	State Svcs Building	970-248-7318	222 S 6 th Street Rm 101	Frank & Denise
8/31-9/4/09	Denver	Hotel VQ at Mile High	303-433-8331	1975 Mile High Stadium Circle	Renee, Janeen & Penny





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