

OKLAHOMA TAX COMMISSION



Date: July 9, 2010

Number: 10-15

Subject: Accreditation Certificate Recipients

To All County Assessors:

Enclosed are the lists of county employees our office has received from CLGT who are due to receive accreditation certificates at the Tulsa Educational Conference in August.

Please check these lists for accuracy and report any discrepancies to Gary Snyder at CLGT. His phone number is 405-744-6049. Any changes that need to be made, such as misspelled or omitted names, will be corrected in the CLGT accreditation database and forwarded to this office.

Also, enclosed is a diagram for the presentation procedure to be held during the Opening Session. Please distribute a copy to each person who is to receive a certificate. The diagram shows them where to sit and in which direction the certificate presentation ceremony will move. There will be a section of chairs reserved for the recipients and their names will be on the chairs. Please tell your employees to be seated by the beginning of the Opening Session.

If someone from your staff is to receive a certificate and will not be attending, please notify Teresa Strawther or Teresa Wood. We will pull their certificates out, enabling us to keep the presentation moving smoothly.

If you have any questions, please call Teresa Strawther at 405-319-8200.

Sincerely,

OKLAHOMA TAX COMMISSION

Jeff Spelman, CAE
Director, Ad Valorem Division

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Enclosures