

OKLAHOMA TAX COMMISSION

AD VALOREM DIVISION
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February 24, 2012

Dear Tax Representative:

The Ad Valorem Division of the Oklahoma Tax Commission will host its annual Capitalization Rate Conference March 29 and 30, 2012 in our conference room at 3700 N. Classen Boulevard in Oklahoma City. We will begin the conference at 9:00 a.m. on Thursday and conclude the following day, March 30, at noon.

This conference provides all centrally valued companies the opportunity to present their capitalization rate studies as an industry group or an individual company before those rates are determined by the Ad Valorem Division. Public service staff will be available to discuss company specific issues on an individual basis. Information provided in individual meetings will be confidential as provided in Title 68, Oklahoma Statutes, Section 205.

If you would like to make a presentation, it is required that you forward copies of all materials being presented at least 10 days in advance (by March 19) of the conference. If your presentation requires audio-visual "setup", please inform us so that it may be in place.

If you have any questions, wish to meet with our staff, or to schedule your presentation, please call Ata Babak at (405) 319-8200.

Sincerely,

Oklahoma Tax Commission
Jeff Spelman, CAE, Director
Ad Valorem Division

Mike Isbell, Administrator
Public Service Section



MEMBER