

Professional Government Educators, Inc.

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Promoting Professionalism by Sharing Knowledge

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TAX COLLECTOR'S REPORTING SEMINAR

WEDNESDAY, APRIL 4, 2018 - DAYS HOTEL, EAST BRUNSWICK, NJ
WEDNESDAY, APRIL 18, 2018 - FIESTA CATERERS, WOOD-RIDGE, NJ
WEDNESDAY, MAY 23, 2018 - HILTON GARDEN INN, ROCKAWAY, NJ

9:00 AM - 9:30 AM: Registration & Continental Breakfast; the seminar will begin at 9:30 AM & conclude at 1:00 PM

- ◆ PREPARATION OF THE CERTIFICATION OF PROPERTY TAX DEDUCTIONS FOR SENIOR CITIZENS (FORM PD-65.10) AND VETERANS (FORM VE-WVE1)
- ◆ PREPARATION OF THE TAX COLLECTOR'S ANNUAL REPORT IN ACCORDANCE WITH N.J.S.A. 54:4-91
- ◆ REVIEW OF SCHEDULE OF NON-CASH TRANSACTIONS
- ◆ PREPARATION OF MONTHLY ANALYSIS OF TAXES RECEIVABLE
- ◆ PREPARATION OF PERCENTAGE OF CASH COLLECTIONS & RECEIPTS FROM DELINQUENT TAXES

INSTRUCTOR: WILLIAM M. HOMA, CPA, RMA, CMFO, CTC, QPA & PSA

Approved for 4 Finance CPEs for CPAs and RMAs; 2 Reporting, Billing & Collection & 2 Enforcement CEUs for CTCs;
2 Accounting, 1 Budgeting & 1 Financial & Debt Management CEUs for CMFOs & County CFOs,
2 Finance & 2 Professional Development CEU's for RMC's

REGISTRATION FORM

I wish to register for the TAX COLLECTOR'S REPORTING Seminar to be held at (Please check one of the following):

*** \$90.00 Per Person ***

____ Days Hotel, E. Brunswick, NJ on Wed., April 4, 2018 ____ Fiesta Caterers, Wood-Ridge, NJ on Wed., April 18, 2018
____ Hilton Garden Inn, Rockaway, NJ on Wednesday, May 23, 2018

Please mail vouchers and checks to: Professional Government Educators, Inc.
PO Box 237
Cedar Grove, NJ 07009

Name - PLEASE PRINT

Title

*** Attend 2 seminars @ \$90. in calendar year 2018, pay \$75. for the 3rd & subsequent seminars you attend through 12/31/18.

Address

Municipality or Organization

Telephone Number

REGISTRATION FORMS MAY BE FAXED TO (973) 784-4432 OR SEND AN EMAIL TO progoved@optimum.net
CANCELLATION POLICY - 48 HOURS IN ADVANCE OF SEMINAR

CLAIMANT'S CERTIFICATION & DECLARATION

I do solemnly declare and certify under penalty of law that the within bill is correct in all its particulars, the articles have been furnished or services rendered as stated herein, that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim, and that the amount charged is a reasonable one.

Just send your check with the application form! You do not need to send us your voucher for a separate signature since the pre-signed certification at the left can be attached to your voucher in lieu of sending another one for signature. This form has been determined by the Division of Local Government Services to meet the requirements of the statutes for this type of expenditure.


William M. Homa
President