Collection of Delinquent Taxes Course

March 17-18 2016
Rockingham County Fire & Rescue Building, Harrisonburg

Jeff Scharf, partner, Taxing Authority Consulting Services (TACS) will be co-teaching the course along with Gary Sabean, former deputy Treasurer, Arlington County.

Tools that can be used to collect delinquent taxes that will be covered in the course include: distress, treasurer's lien, set-off debt, administrative summons, DMV withholding, court process, bill in Equity, Escheat.

This course is a **mandatory** course for initial certification for treasurers. It is an elective for deputies. For more information see the *Certification Handbook.*
If you have questions on certification, contact Al Spengler at aws@virginia.edu

Course Registration Deadline is:
March 11, 2016

The enrollment form is online at the TAV web site at: http://www.vatreas.com. Clicking on course registration here will take you to the Weldon Cooper Center for Public Service web site at the University of Virginia. **All registrations must be completed on-line. How to register is explained on the web site. You will need a password to log onto the online registration system. Only register one person at a time. After you select your event, don't' forget to check the box before the class in order to complete your on-line registration.**

Payment can be made on-line with a credit card. You can also pay by check, electronic transfer or LPO. To make payment using a method other than credit card, please print out your registration form and enclose a copy with your check. If paying via electronic transfer or via LPO, please include the invoice number with your payment.

Checks should be made payable to the **University of Virginia** and mailed to *Treasurers' Association of Virginia,* Cooper Center for Public Service, PO Box 400206, Charlottesville, VA 22904-4206.

The registration fee is **$185** for **TAV members** and **$260** for **non-members.**
A $20.00 processing fee will be assessed for cancellations. No refunds for cancellations received less than 48 hours before the course unless your space is filled.

Lunches as well as refreshment breaks both days are included in the registration fee. If you need a vegetarian meal, please indicate your dietary needs during the registration process in the special dietary or physical accommodation text box.

Class Schedule and What You Need to Bring with You

Day One   **Registration 8:30 to 9:00 a.m.**
              Class begins at 9:00 a.m. and ends around 5:00 p.m.

Day Two   **Class** will begin at **8:30 a.m.** and ends after lunch.
              Exam follows lunch.

Open Book Exam begins following the conclusion of the course.
You have three hours to complete the exam and can leave when you are finished.

Remember to bring the following materials with you to class:

   Several #2 pencils

   Assorted highlighters and/or stickies for marking important passages in the text.

Grades:
Grades are posted on line--usually within a week of the end of the class.

If you are **not** enrolled in the TAV certification program administered by the Cooper Center for Public Service at the University of Virginia, you must fill out a an enrollment form to view your grade on-line. You can download the form at the Cooper Center web site: www.coopercenter.org and click on *Certification Programs* and then download the *Enrollment Form.*

Otherwise to check your grade, please call Beth Watson at the Center at 434- 982-2144 and she can tell you your grade.

Rockingham County Fire & Rescue Center

The **Rockingham County Fire and Rescue Center is adjacent to the County Government Center** located at **20 East Gay Street** in Harrisonburg, VA 22802.

From the South: Staunton and points south
Take Interstate 81 North to **Exit 247 B**, US-33 West/East Market Street

Merge onto US-33 West/E Market Street
Continue on US-33 West/E Market Street 1.5 mile
Turn right onto North Mason Street; proceed 0.3 mile
Turn left onto E. Gay Street.
You are at your destination.

Use Entrance A

From the North: Winchester
Take Interstate 81 South to **Exit 247 B**, US-33 West/East Market Street

Then follow the directions above.

For other directions use applications such as google map, mapquest, etc.

Lodging

A limited number of rooms have been reserved at the **Hampton Inn** in **Harrisonburg**. The room block is under the name **"Treasurers Association of Virginia"**. The room rate is **$89 single/double** and includes free wireless Internet, free breakfast, and free parking. Hotel has fitness center with indoor pool.

Hampton Inn Harrisonburg - University
85 University Blvd.
Harrisonburg, VA 22801
540-432-1111
Single/Double Rate: $89
http://hamptoninn3.hilton.com/en/hotels/virginia/hampton-inn-harrisonburg-university-HSBUVHX/index.html

Cut-off Date for Hotel Rooms is March 1, 2016