

Collection of Delinquent Taxes Course

September 27-28, 2017

UVA/VA Tech Higher Education Center, Richmond, VA

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:
September 15, 2017**

You can register on-line at the Cooper Center website:

<https://commerce.coopercenter.org/ccps/login.php>

(Please note this link has changed; please bookmark the new site.)

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.

Registration fee: **\$185** for **TAV members** **\$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.
 Open Book Exam follows lunch

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

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 Bennett at the Center at 434- 982-2144 and she can tell you your grade.

Lodging In Richmond Area

The **Fairfield Inn and Suites Richmond North West** offers a special government rate of **\$91 single/double** occupancy plus state and local taxes.

The government rate is substantially lower then the regular room rate.

Check with the hotel about their cancellation policy.

Hotel offers free WiFi, free breakfast, fitness center, and pool.

I did not block any rooms at the hotel, so reserve a room ASAP if you need one.

The hotel is approximately 2.1 miles from the University of Virginia Richmond Center.

Fairfield Inn and Suites by Marriott

9937 Mayland Drive

Richmond, VA 23233

Phone: 804-545-4200

www.fairfieldinn.com/ricfi

For detailed directions from your locality to the Fairfield Inn, go to their website:

<http://www.marriott.com/hotels/maps/travel/ricfi-fairfield-inn-and-suites-richmond-northwest>

University of Virginia Richmond Center

Room TBA

The **University of Virginia Richmond Center** is located at **2810 N. Parham Road**, Henrico VA 23294 (804-662-7464).

Free parking is available. Do **not** park in spaces marked "Visitor".

From Washington (North)

Take I-95 South to Exit 84B, connecting with 295 North. Continue on 295 North for 10 miles to Exit 53, merging onto I-64 East. Take I-64 East for 3.2 miles to Exit 181 Parham Road. Turn left at the top of the ramp onto Parham Road North. Remain in the left lane for .3 miles and merge into the left turning lane. Turn left at the stoplight onto Mayland Dr. Turn right onto Operations Center Dr. (3rd entrance on the right). Proceed to the building straight ahead. Use the main entrance to enter the building.

From Petersburg (South)

Take I-95 North to Exit 79, I-64 West. Travel 5.4 miles to Exit 181B Parham Road North. This is the first Parham Road exit. Immediately merge over to the left turning lane. Turn left at the stoplight onto Mayland Dr. Turn right onto Operations Center Dr. (3rd entrance on the right). Proceed to the building straight ahead. Use the main entrance to enter the building.

From Downtown Richmond

Take the RMA I-195 to I-64 West. Exit I-64 via the ramp at Exit 181B Parham Road North. This is the first Parham Road exit. Immediately merge over to the left turning lane. Turn left at the stoplight onto Mayland Dr. Turn right onto Operations Center Dr. (3rd entrance on the right). Proceed to the building straight ahead. Use the main entrance to enter the building.

From the Airport (East)

Take I-64 through Richmond to I-64 West toward Charlottesville. Exit I-64 via the ramp at Exit 181B Parham Road North. This is the first Parham Road exit. Immediately merge over to the left turning lane. Turn left at the stoplight onto Mayland Dr. Turn right onto Operations Center Dr. (3rd entrance on the right). Proceed to the building straight ahead. Use the main entrance to enter the building.

From Charlottesville (West)

Take I-64 East. Take Exit 181 Parham Road. Turn left at the top of the ramp onto Parham Road North. Remain in the left lane for .3 miles and merge into the left turning lane. Turn left at the stoplight onto Mayland Dr. Turn right onto Operations Center Dr. (3rd entrance on the right). Proceed to the building straight ahead. Use the main entrance to enter the building.

Website can be found at:

<http://www.scps.virginia.edu/locations/location-detail/richmond>