

# CERTIFIED CONNECTICUT MUNICIPAL ASSESSORS COMMITTEE

## CCMA Course 1A - ASSESSMENT ADMINISTRATION

**Tuesday and Wednesday Evenings**  
Beginning  
**September 14<sup>th</sup> through October 13<sup>th</sup>, 2010**  
**6:00 pm to 9:00 pm**

**Prospect Fire House**  
26 New Haven Road, Prospect, CT

The instructors will be **Helen Totz, CCMA II** and **Barbara Bigos, CCMA II**

The fee for the course is \$135.00, payable in advance to the “**CCMA Committee**”. The text used is the “Handbook for Connecticut Assessors”. You can download the Handbook from the CAAO website at [www.caaoc.com](http://www.caaoc.com) if you are a member. To purchase a handbook please check the box on the registration form. The cost for students will be \$70.00.

Enrollment is limited and will be determined on a first come, first served basis. If you are interested in attending, please complete the form at the bottom of this announcement and send it with payment to the address below, no later than Friday, September 3, 2010. If you have any questions, please contact:

Gloria Caulfield  
Borough of Naugatuck  
229 Church Street  
Naugatuck, CT 06770  
E-mail: [Gcaulfield@naugatuck-ct.gov](mailto:Gcaulfield@naugatuck-ct.gov) (203) 720-7014

**PLEASE NOTE: ANYONE ATTENDING A CCMA COURSE FOR RECERTIFICATION CREDIT MUST ATTEND ALL SESSIONS [EXCLUDING THE TEST]; IN CASE OF ABSENCE, ONE HALF OF THE HOURS ACTUALLY ATTENDED WILL BE ALLOWED TOWARDS CERTIFICATION CREDITS.**

---

NAME: \_\_\_\_\_ COURSE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE [WORK]: \_\_\_\_\_ HOME: \_\_\_\_\_ EMAIL: \_\_\_\_\_

MUNICIPALITY OR BUSINESS: \_\_\_\_\_

Purchase “HANDBOOK FOR CONNECTICUT ASSESSORS” Yes:  No:

Separate check for \$70.00 made payable to “Connecticut Association of Assessing Officers”

Enclosed