

**Certiorari Preparation for  
Assessment Purposes  
Application**

Amount Paid \$85 \$95 \$110

Name: \_\_\_\_\_

Town: \_\_\_\_\_

Title: \_\_\_\_\_

IAO: Yes \_\_\_\_\_ No \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

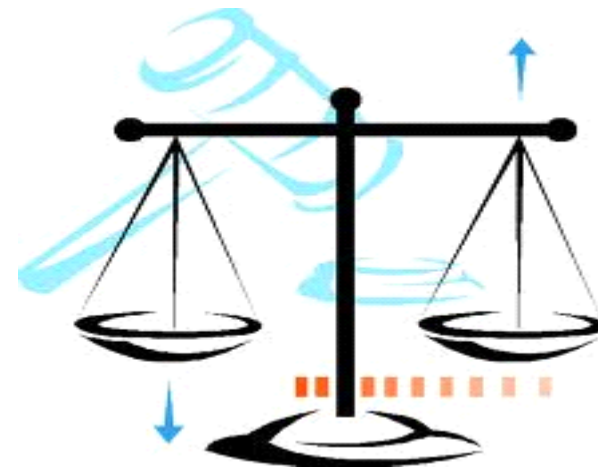
Email: \_\_\_\_\_

Enclose a check or your Municipality's completed voucher  
for the amount you qualify for. Make checks payable to:

New York State Assessors' Association  
c/o Dennis Ketcham, IAO  
110 Bracken Road  
Montgomery, NY 12549  
(845) 457-2650

Dennis Ketcham, IAO  
Town of Montgomery  
110 Bracken Road  
Montgomery, NY 12549

**Certiorari Preparation for  
Assessment Purposes**



*The Institute of Assessing Officers  
Affiliated with the New York State  
Assessors' Association Presents a  
One Day Seminar at:*

**Ramada Inn  
Fishkill, NY**

**June 15, 2012**

## About the Course

### ***Certiorari Preparation for Assessment Purposes***

This seminar is designed to show how to take Article 7 proceedings from cradle to grave. Many important and controversial issues will be discussed. The class will focus on the impact that the Board of Assessment Review grievance process has on tax certiorari proceedings; the disclosure process; critical analysis of appraisal reports; appraiser's testimony at trial; the trial, negotiations, and subsequent appeals. The class will look at valuation and exemption issues, and will provide insight on when to go to court, and when to settle. Understanding the process will also assist the Assessor in deflecting situations that make some towns an easy target for tax advocates.

#### **Continuing Education Hours**

##### **Re-certification Credits**

The Institute of Assessing Officers will award (6) re-certification credits to all Institute Members who attend this seminar. Eligible Assessors and County Directors who attend will receive continuing education credit and reimbursement from ORPTS, pursuant to their rules.

## About the Instructor

### **Daniel G. Vincelette, Esq.**

Daniel Vincelette, Esq. is an attorney specializing in the representation and defense of municipalities in Tax Certiorari proceedings, since 1996. He also specializes in Board of Assessment Review training. He has extensive experience as an instructor, including courses and seminars for the NYSAA, NYS Bar Association, NYS Association of Towns, NYS Conference of Mayors, and various Counties Boards of Assessment Review. Mr. Vincelette is also one of the instructors for the training sessions for Small Claims Assessment Review hearing officers sponsored by the New York Judicial Institute. He is the author of the chapter "Small Claims Assessment Review" in the latest edition of the book "Review and Reduction of Real Property Assessments in New York" published by the New York State Bar Association.

#### **Registration Information**

Registration: 8:30 AM  
Coffee & Pastry

Seminar: 9:00 AM to 4:00 PM  
Lunch Included

Date: June 15, 2012

## General Information

**June 15, 2012**

Location: Ramada Inn  
542 Route 9  
(Exit 13 off I-84)  
Fishkill, NY 12524  
(845) 896-6281

Tuition:

\$85.00—IAO Members  
\$95.00—NYSAA Members  
\$110.00— All Others

Tuition Includes:

Course Materials, Coffee, Pastry,  
Lunch, Breaks

Reservations must be made by:

June 8, 2012

Enrollment is limited to the first 50 applications received. No refunds after June 14, 2012. Consider your reservation confirmed unless otherwise notified.

Call Dennis Ketcham for any information, (845) 457-2650; Fax (845) 427-5716

Email: [taxmtgy@frontiernet.net](mailto:taxmtgy@frontiernet.net)