

# Assessing District Department Staff Training Report

This form is issued under the authority of the General Property Tax Act, Public Act 206 of 1893, MCL 211.10g.

Attach original to Assessor's Certification of the Assessment Roll. Additional Department Staff Training Reports may be used for larger staffs. Certificates of Completion for the training sessions listed for each non-certified staff member must also be attached to this form.

		<b>TAX YEAR</b>
Local Unit of Government	City or Township	County

<b>PART 1: ASSESSING DEPARTMENT STAFF TRAINING INFORMATION (If applicable, non-certified staff only)</b>			
Name	Class Name	Class Location	Class Date

<b>PART 2: NON-CERTIFIED STAFF CERTIFICATION</b>	
We hereby certify that we have attended the training session listed above and that the information is true and complete.	
Staff Member Signature	Date
Staff Member Signature	Date
Staff Member Signature	Date
Staff Member Signature	Date

<b>PART 3: ASSESSING DEPARTMENT CERTIFIED STAFF</b>		
We hereby certify that we have satisfied the current continuing education requirements and that the information listed is true and accurate.		
Name	Certification Number	Signature

<b>PART 4: ASSESSOR OF RECORD</b>		
I hereby certify that I have satisfied the current continuing education requirements and that the information listed on this form is true and accurate to the best of my knowledge.		
Name	Certification Number	Signature