



**Municipal Treasurers Association of Wisconsin
District 4 Training Meeting**

Co-Directors Melissa Blease and Pattie Salter

When: Thursday, November 17, 2016

Where: Town of Westport
5387 Mary Lake Road
Waunakee, Wisconsin 53597

8:30 a.m. - 9:00 a.m. Registration (coffee, juice and rolls provided)

9:00 a.m. - 10:30 a.m. **Dept. of Revenue - Tax Operations Bureau Director Erin Egan & MTA Expert Andrea Northwood** - Erin and Andrea will teach us about what online services are available, including forms and using My Tax Account. They will also provide us with any updates we need to know about.

10:30 a.m. - 10:45 a.m. Break

10:45 a.m. - 12:00 p.m. **Dane County Deputy Treasurer - Donna Vogel** - Donna will be available to answer all of your questions about tax roll preparation, collection and settlement as well as to give us some tips and information to help guide us through the process.

12:00 p.m. – 1:00 p.m. District Meeting & Lunch
Lunch: Sliced ham, turkey or pastrami sandwich, pasta salad, garden salad, cheesy potatoes, california blend vegetables & apple crisp

1:00 p.m. - 2:00 p.m. **City of Baraboo Deputy Treasurer - Mary Klingemeyer** - Mary will go through the best practices for collecting personal property taxes and chargebacks as well as answer any questions you may have.

RSVP By: November 4, 2016

RSVP To: Melissa Blease, Village of Cambria, PO Box 295, Cambria, WI 53923
(920) 348-5443

Cost Per Person: \$25.00

Municipality: _____

Name(s) of Those Attending: _____

Make Checks Payable To: Village of Cambria
PO Box 295
Cambria, WI 53923

Payment is non-refundable after November 4, 2016