



**CENTER FOR LOCAL
GOVERNMENT TECHNOLOGY**

College of Engineering, Architecture and Technology

Assessor Training and Accreditation Program

1201 Innovation Way Dr, Stillwater, OK, 74074

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Ph. 405-744-6049

RE: Class and Hotel Details

CLASS: Unit VI: Cadastral Mapping: June 6 - 9, 2023

LOCATION: Tulsa - Hilton Garden Inn Midtown, 4518 E. Skelly Drive, Tulsa, OK, 74135

MAP: [Hilton Garden Inn Midtown](#)

CLASS TIME:

There will be two and one-half days of instruction and an exam on the last day. The course **will begin at 1:00 p.m. on Tuesday, June 6th**. Class will be from 1:00 p.m. to 4:30 p.m. on Tuesday and 8:30 a.m. to 4:30 p.m. on Wednesday and Thursday. There will be an exam on Friday starting at 8:30 a.m. and you have three hours to complete the exam. The exam will consist of 50 questions and there is a 70% requirement for passing. Pass or fail notification will be provided to each individual and the Oklahoma Tax Commission.

HOTEL INFORMATION:

For room reservations, you may call the **Tulsa Hilton Garden Inn Midtown** at (918) 878-7777 and speak with Assistant GM/Sales Manager Laura Luster. This will aid the hotel in tracking purchase orders and room block nights. The room rate is the prevailing government rate as of October 1, 2022, currently \$96.00 per night plus tax, single or double occupancy. If Tax-Exempt you must provide the hotel a copy of your Tax-Exempt letter. A major credit card number will be required to guarantee your reservation. No charges will be applied to your credit card unless you charge personal items to your room (movies, phone calls, etc.). Contact Laura for further questions regarding accommodations.

Please note: If you choose Zoom as your class option, you will be receiving more communication by email as class approaches.

If you plan to enroll in this class, we will see you for Unit 6!

Sincerely,

Gary Snyder

Director