



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 VII: Ag Land Valuation: June 29 - 30, 2023

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

MAP: [Hilton Garden Inn Midtown](#)

CLASS TIME:

There will be one day of instruction and an exam on the last day. The course **will begin at 8:30 a.m. on Thursday, June 29th**. Class will be from 8:30 a.m. to 4:30 p.m. on 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, currently \$98.00 per night plus tax, for single or double occupancy. If tax-exempt, you must provide the hotel a copy of your tax-exempt letter. If paying with a Purchase Order you must provide it hotel, a card will be required to secure the reservation and to cover any incidental charges occurred during your stay, please contact Laura regarding further questions about accommodations.

If you need to cancel, please contact the Center for Local Government Technology as soon as possible at (405) 744-6049, so the vacancy can be filled.

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

A camera and microphone will be required for all Zoom class sessions and testing. The 2nd page of this document is the set of requirements for ProctorFree that must be met to test in this fashion.

We are looking forward to seeing you for Unit 7!

Sincerely,

Gary Snyder
Director