



AUBURN

CENTER FOR  
GOVERNMENTAL SERVICES

# ALTIST CERTIFIED REVENUE EXAMINER PROGRAM COURSES I AND II

*FY 2011-2012*



[WWW.AUBURN.EDU/CGS](http://WWW.AUBURN.EDU/CGS)



AUBURN  
UNIVERSITY OUTREACH

Auburn University is an equal opportunity educational institution/employer.

**Center for Governmental Services**

Auburn University  
2236 Haley Center  
Auburn, Alabama 36849-5225



## PROGRAM OBJECTIVES

1. Increase professionalism and integrity in the examination of business records.
2. Provide training to improve competence in the conduct of examinations and compliance with Alabama laws governing sales, use, rental and related taxes.
3. Provide training so that private examiners can remain current in their field.

## OUR SERVICES

CGS cooperates with various professional organizations to provide certification programs to enhance the knowledge and skills of public sector officials and employees. We provide on-site training to governments in a variety of topic areas aimed at improving personnel and financial management, strengthening leadership and team development, improving government services to citizens, increasing organizational efficiency, and educating about important legal and ethical issues. Programs are tailored to an individual government's needs and time considerations.

## ABOUT US

The Center for Governmental Services (CGS) represents Auburn University's commitment to excellence in state and local government and non-profit organizations. Since 1976, the Center has provided technical assistance, training, and survey and policy research to meet the changing needs of Alabama governments and public officials.

FY 2011-2012

# ALTIST CERTIFIED REVENUE EXAMINER PROGRAM

## ALTIST Course I:

### Sales & Use Tax - The Legal Environment (20 hrs)

This course addresses local tax procedures, constitutional issues, and recent legal issues affecting local government revenue examiners. Participants will discuss nexus issues such as the Yelverton case, as well as recent Attorney General opinions relevant to and impacting local revenue examiners. Attention will be given to the Taxpayer's Bill of Rights, Uniform Revenue Procedures Act, Tax Simplification Act, Local Tax Procedures Act, and procedures for appeal.

Date: October 12-14, 2011

Fee: \$225

Location: Hoover

## ALTIST Course II:

### Minimum Examination Program for Local Government Revenue (20 hrs)

This course provides valuable information to enable local government revenue examiners to competently conduct examinations of business records with professionalism, integrity, and uniformity in accordance and compliance with Alabama laws governing sales, use, rental and related taxes. Participants will also discuss recent court rulings to remain current in their field. At the completion of this course, participants should be able to describe and perform an effective and efficient minimum examination.

Date: May 2-4, 2012

Fee: \$225

Location: Hoover

## REGISTRATION/CANCELLATION POLICY

Registration forms received and processed at CGS constitutes registration, if space is available. A confirmation letter will be mailed from CGS when the participant's enrollment process is complete. Written cancellations received 15 working days prior to the beginning of the program will be honored with a full refund of the registration fee. Late cancellations or non-attendance will not be refunded. Substitutions for registered participants may be made at any time. NOTE: If you have a disability and need accommodations to participate, please contact the Center for Governmental Services at (334) 844-4782.

## REGISTRATION

- CRE Course I \$225
- CRE Course II \$225

## PARTICIPANT'S INFORMATION:

Mr. Ms. Mrs. (Circle One)

Name

Position / Title

Social Security #

Name Tag Preference

Agency

Mailing Address

City

State

Zip

Phone

Fax

Email

## PAYMENT METHOD:

Please find enclosed my check in the amount of \$ \_\_\_\_\_

**Make checks payable to Auburn University.**

Or, purchase order # \_\_\_\_\_

## PLEASE RETURN PAYMENT TO:

Center for Governmental Services  
Auburn University  
2236 Haley Center  
Auburn, Alabama 36849-5225  
PHONE: (334) 844-4782 / FAX: (334) 844-1919