

WORKING WITH ABSTRACTS ~ 2022

830610 County Clerks

Limit 15 Students

Description: This workshop is designed for key personnel who work with abstract reports of value, tax and levies as required by statutes and the Division of Property Valuation. The following (not inclusive) topics are:

Tax Unit Boundary Certification Requirements

✍ Tax Unit Boundary Certification – On-line requirements

July Abstracts

Overview of the July Abstracts Certification

✍ EDX and IRBX Annual Claim Form requirements

November Abstracts

✍ Abstract of Value, Levy and Tax

× Fund Distribution and Collection

× Statutory Authority Codes (SAC)

× November Tax District Report (District Identifiers)

× Tax Rate Sheet (Levy)

✍ 16/20M Distribution Abstract

✍ Abstract of Watercraft

✍ Neighborhood Revitalization Rebate Abstract

✍ SB 19 implementation

January Abstract:

✍ Consolidated MV Abstract (MV, RV, Excise Tax & Commercial Vehicle Fees)

Legislative update

Materials to bring:

- ➡ **County Clerk's Handbook** (Any revisions will be emailed to you prior to class for printing.)
- ➡ **Tax Unit Boundary Certification Instructions**
- ➡ **Neighborhood Revitalization Instructions**
- ➡ **November Abstracts User Guide**
- ➡ Silent handheld calculator

Instructors: Veronica Dean

Cost:

\$50 per person

*** DATES AND LOCATIONS ***

Workshop Begins: 9 a.m. **Workshop Ends:** 4 p.m.

September 9	Virtual Class – Microsoft Teams
September 13	Salina - County Sheriff's Office, 251 N 10 th , Training Room - Parking on street or at courthouse (1 block east of facility location)
September 14	Wichita – Kellogg Crossing, 5620 E. Kellogg St
September 15	Iola – Allen County Courthouse, 1 N. Washington, Basement Meeting Room
September 16	Topeka — Flint Hills Room, 300 SW 29 th St
September 20	Dodge City —Training Room, 11311 E. Comanche, (Ford Co Jail/Sherriff's Office)
September 22	Hays —Ellis County Administrative Center, 718 Main, Basement Meeting Room
September 23	Hays — Ellis County Administrative Center, 718 Main, Basement Meeting Room

NEW CLERKS CLASS

September 7	Topeka – Flint Hills Room
September 8	Virtual Class – Microsoft Teams
September 21	Dodge City — Training Room, 11311 E. Comanche, (Ford Co Jail/Sherriff's Office)

*** ON-LINE REGISTRATION PROCESS ***

Click on link to create an account and/or to register: <http://www.ksrevenue.gov/>

Note: If you have not previously attended a class sponsored by PVD, you will need to register as a new student. Past class attendees should have received an account number and access code in the mail. This number and code are necessary to set up an account. Your past class history will be merged with your new account information. If you did not receive an account number and code, please contact PVD at 785-296-2365 and ask for the education section.

*** CANCELLATION POLICY ***

Access your account on-line to cancel your registration.