



STATE OF TENNESSEE
STATE BOARD OF EQUALIZATION

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June 2, 2014

Memorandum

To: State-Registered Taxpayer Agents

From: Kelsie Jones, Executive Secretary
State Board of Equalization

Subject: **(1) Renewing registration for 2014-2016**
(2) Spring Update June 24

This is a reminder the current two year registration period ends June 30, and all agents are required to renew before that date. If you have not already done so you will need to prove attendance of twenty (20) hours continuing education from July 1, 2012 to June 30, 2014. Continuing education claim form and registration renewal form are available at <http://www.comptroller.tn.gov/SBOE/agentlst.asp>

We will offer our Spring Update continuing education program for Tennessee registered taxpayer agents, on June 24, 2014 from 9:00 am to 12:00 noon at the James K. Polk Building, 16th Floor Video Conferencing Center, 505 Deaderick Street, Nashville, TN. This program will review recent legislative and administrative developments and procedures. There will be a \$ 35.00 fee to attend the program and that will include the 3 hours credit for continuing education. Please complete and return this memo with the fee by mail to register for this event.

For those who cannot attend, the program will be posted on our website for viewing at your convenience. Unfortunately CPE credit is not available except for in-person attendees.

If you have any questions please call Arlene Hailey at (615) 747-5307 or email Arlene.Hailey@cot.tn.gov.

PROGRAM REGISTRATION: Spring Update – 2014

Name: _____ Agent Reg. No. _____

Email address: _____