

# Annual Budget Workshops

- Wed., May 19**      **Indianapolis Marriott North**  
3645 River Crossing Parkway, Indianapolis, IN 46240
- Tues., June 22**      **Huntingburg Event Center**  
110 E. 14th St., Huntingburg, IN 47542
- Thurs., June 24**      **Munster Centennial Park Clubhouse**  
1005 S. Centennial Dr., Munster, IN 46321
- Tues., June 29**      **Elegant Occasions Banquet Hall**  
14722 Lima Rd., Fort Wayne, IN 46818

**Registration:** 9:30 a.m.  
**Workshop:** 10:00 a.m. - 4:00 p.m.; Lunch Included  
**Workshop Fee:** IACT Members \$95, Non-Members \$150  
**MMI Program Category:** Finance

**Registration Deadlines:** One week prior to each event.

*Presented by Ann Cottongim, Associate Executive Director, IACT; Paige Gregory, Umbaugh; and Charlie Pride, State Board of Accounts.*

The IACT Annual Budget Workshops are a must-attend for any municipal official involved with the budgeting process. Offered in four locations around the state, the workshops will inform municipal officials about recent legislative action that affects municipal government budgeting and focus on how to budget for 2011. The workshops will provide attendees with the opportunity to learn the details of the budgeting process from start to finish and the role played by each municipal official.

Workshop topics include:

- Budget Calendar & Important Dates
- Estimating revenues
- Budget forms
- Cumulative Funds
- Non-binding review by County Council
- Review & Approval by City/Town Council
- Budget transfers
- Salary ordinances
- DLGF role in budget process
- Appropriations
- Rainy day funds
- Unemployment Compensation



# Annual Clerk-Treasurers School

**Tues., May 18**      **Indianapolis Marriott North**  
3645 River Crossing Parkway, Indianapolis, IN 46240

**Registration:** 9:30 a.m.  
**Workshop:** 10:00 a.m. - 4:00 p.m.; Lunch Included  
**Workshop Fee:** IACT Members \$95, Non-Members \$150  
**MMI Program Category:** Conference  
**Registration Deadline:** Mon., May 10

The 7th Annual IACT Clerk-Treasurers School will provide knowledge on subjects essential to the job of the clerk-treasurer and allows both new and experienced clerk-treasurers to develop in their profession.

**Hotel Information**

IACT has a limited number of rooms blocked for Tuesday, May 18 and Wednesday, May 19 at the Indianapolis Marriott North hotel. Please call the hotel reservation line at **1-800-228-9290** and request the **Indiana Association of Cities and Towns room block** to receive the discounted room rate of **\$94 a night plus tax**.

**Reservations must be made by April 26** to guarantee that you receive the special rate. Only registered delegates and sponsors may occupy a room within the IACT room block. IACT is not responsible for hotel reservations or cancellations.



**Save \$20 When You Attend Both Events in Indianapolis**  
 IACT members receive the discounted registration fee of \$170 by attending both the Clerk-Treasurers School on May 18 and the Budget Workshop on May 19 in Indianapolis.  
*Register early, space is limited.*

Workshops sponsored by



## CLERK-TREASURERS SCHOOL & ANNUAL BUDGET WORKSHOP REGISTRATION

**Workshops Attending:**

\_\_\_\_\_ Clerk-Treasurers School (Indianapolis)      \_\_\_\_\_ Annual Budget Workshop (*Circle location you plan to attend: Indy/Huntingburg/Ft. Wayne/Munster*)

**Event Fees:**

IACT Member: \$95.00/event      IACT Member: \$170 to attend Clerk-Treasurers School and Annual Budget Workshop in Indianapolis  
 Non-member: \$150.00/event      **Total:** \$ \_\_\_\_\_

Name & Title		Email		
Municipality/Company		Telephone	Fax	
Address	City/Town	State	Zip	
Credit Card/Check Number	Discover/MC/Visa	Name on Card	3-Digit Security Code	Expiration Date
Billing Address (if different from above)				
Authorized Signature				Date

**THREE EASY WAYS TO REGISTER**

- Mail registration form and payment to IACT at 200 South Meridian St., Suite 340, Indianapolis, IN 46225
- Fax to IACT at (317) 237-6206
- Online at [www.citiesandtowns.org](http://www.citiesandtowns.org) (keywords: "budget workshop" or "ct school")
- If paying by check, please make payable to Indiana Association of Cities and Towns, Attn: Budget Workshop or Attn: CT School and include the name of the attendee on the check.

**PRE-REGISTRATION**

The deadline for pre-registration is **Monday, May 10**. Your registration is considered your commitment to attend. Unless attendees follow the cancellation policy, no-shows will be billed.

**CANCELLATION POLICY**

Refunds will be made only if IACT is notified of cancellation in writing, **three business days** before the program, by fax, email or mail. Your registration is considered your commitment to attend. A processing fee of \$40 will be applied to all registrations paid with a credit and/or debit card. Unless attendees follow the cancellation policy, no-shows will be billed.