



**COMMONWEALTH of VIRGINIA**  
*Department of Taxation*

January 4, 2012

**MEMORANDUM**

**TO:** Commissioners of the Revenue, Assessors, Directors of Finance,  
State & Local Officials and Interested Parties

**FROM:** Jason Hughes  
Sr. Property Appraisal Consultant  
Property Tax Unit, Office of Customer Services

**TOPIC:** **ADVANCED ASSESSORS SCHOOL, JAMES MADISON UNIVERSITY,  
HARRISONBURG, VIRGINIA  
JUNE 11-15 2012**

The Department of Taxation, in association with the International Association of Assessing Officers (IAAO), will be offering the following courses at James Madison University the week of June 11-15, 2012. Registration will be held on Sunday, June 10th from 3:00 to 6:00 p.m. and Monday, June 11th from 7:00 to 8:30 a.m. Classes will begin on Monday, June 11th and conclude on Friday, June 15<sup>th</sup> with an examination for the (30) thirty-hour courses. If we have insufficient enrollment, some courses will not be offered.

**Courses: 101, 102, 112, 201, 300, 311, 400, 402, 500...**

**\$500.00**

Due to policy changes, Department of Taxation will **ONLY** order the Course Student Reference Manuals (SRM) for distribution at registration and will **NOT** be ordering any textbooks. You are directed to the following course descriptions to determine the textbook needed for the selected course and place the order directly with **IAAO @ 1-800-616-4226**. **For a complete description of courses and workshops go to: [www.iaao.org](http://www.iaao.org).**

Page 2  
MEMORANDUM  
January 4, 2012

There are cited a list of all IAAO courses that are being offered. Please specify the course name and number you select. **Please also indicate a 2<sup>nd</sup> choice.** Generally, to offer a class, a minimum enrollment of 25 students is required.

You may select any course that is not listed on the application. A blank space is left for you to add a course on the registration application.

We have arranged conference rates with a number of hotels in the Harrisonburg area. **(See enclosed list of hotels.)**

It is suggested that reservations be made as soon as possible and state that you want to use JMU Conference rate or government rate when making reservations.

Final course offerings will be decided by April 2, 2012.

**Please COMPLETE the attached application for EACH attendant and return it by 5:00 p.m., Friday, March 30, 2011. If you have any questions, please call (804) 371- 0842; or E-Mail: [jason.hughes@tax.virginia.gov](mailto:jason.hughes@tax.virginia.gov). Applications can be faxed to (804) 371- 4991**

PLEASE NOTE THAT THERE WILL BE NO REFUNDS FOR ANY CANCELLATIONS AFTER MAY 1<sup>ST</sup>, 2012, (MATERIALS HAVE BEEN ORDERED). EXTENUATING CIRCUMSTANCES WILL BE CONSIDERED ON A CASE BY CASE BASIS.

**All of the classes will be held in Taylor Hall. You will be notified of your parking assignment when you receive confirmation of your course. Please notify me if you have any handicapped parking needs.**

## STUDENT APPLICATION

Please print or type.

Applicant's Name: (Mr.) (Mrs.) (Ms.)

Job Title:

Locality:

Address:

Phone:

Fax:

Locality Federal Tax ID. (For Accounting Purposes):

E-Mail Address:

Please Circle Your Office: COR

Assessor

Dir. of Fin.

Other (Please explain):

Course Applied For: 1<sup>st</sup> Choice:

2<sup>nd</sup> Choice:

### COURSE SELECTIONS

COURSE 101	FUNDAMENTALS OF REAL PROPERTY APPRAISAL
COURSE 102	INCOME APPROACH TO VALUATION
COURSE 112	INCOME APPROACH TO VALUATION II
COURSE 201	APPRAISAL OF LAND
COURSE 300	FUNDAMENTALS OF MASS APPRAISAL
COURSE 311	RESIDENTIAL MODELING CONCEPTS
COURSE 400	ASSESSMENT ADMINISTRATION
COURSE 402	TAX POLICY
COURSE 500	ASSESSMENT OF PERSONAL PROPERTY

YOUR CHOICE OF UNLISTED COURSES OR WORKSHOPS \_\_\_\_\_

(See IAAO website – [www.iaao.org](http://www.iaao.org))

THIS APPLICATION MUST BE RETURNED NO LATER THAN MARCH 30, 2012 TO: VIRGINIA DEPARTMENT OF TAXATION, PROPERTY TAX UNIT, PO BOX 2460, RICHMOND, VA 23218-2460, FAXED TO (804) 371-4991, OR E-MAILED TO [jason.hughes@tax.virginia.gov](mailto:jason.hughes@tax.virginia.gov) . FOR MORE INFORMATION, PLEASE CALL (804) 371- 0842.

**ALL SECTIONS MUST BE COMPLETED IN ORDER FOR US TO PROCESS YOUR APPLICATION PROPERLY AND WITHOUT DELAY.**

### Area Hotels

Hotel Name	Address	Phone	Fax	Conference Rate
Best Western	45 Burgess Rd.	540-433-6089	540-433-6485	\$69
Candlewood Suites	1560 Country Club Rd.	540-437-1400	540-437-1414	\$90
Comfort Inn	1440 E. Market St.	540-433-6066	540-433-0793	\$89
Econolodge	1703 E. Market St.	540-433-2576	540-433-2576	\$65
Courtyard by Marriott	1890 Evelyn Byrd Ave.	540-432-3031	540-432-3032	\$79
Days Inn	1131 Forest Hill Rd.	540-433-9353	540-433-5809	\$55
Fairfield Inn & Suites	1946 Medical Ave.	540-433-9333	540-433-9332	\$79
Hampton Inn	85 University Blvd.	540-432-1111	540-432-0748	\$84
Holiday Inn	1400 E. Market St.	540-433-2521	540-434-7693	\$70
Jameson Inn	1881 Evelyn Byrd Ave.	540-442-1515	540-442-6655	\$77
Residence Inn	1945 Deyerle Ave.	540-437-7426	540-437-7425	\$77 (5 nts)
Sleep Inn	1891 Evelyn Byrd Ave.	540-433-7100	540-437-2144	\$74

\*Hotel rates are subject to change based on hotel contract.

An 11% sales tax will be added to the Conference Rates listed above.\*

James Madison University's Conference Services Office can coordinate hotel use for your group.

### Area Dining

Restaurant	Address	Phone	Cuisine	Cost
Applebee's	1860 E. Market St.	540-438-8121	Bar & Grill	\$\$
Artful Dodger	47 Court square	540-432-1179	Café	\$\$
Bar-B-Q Ranch	3311 N. Valley Pike	540-434-3296	BBQ	\$
Beyond Restaurant and Lounge	50 W. Water St.	540-432-0105	Asian	\$\$\$
Bluestone Inn	9107 N. Valley Pike	540-434-0535	American	\$\$\$
Bob Evans	196 Burgess Rd.	540-574-4666	American	\$\$
Bombay Courtyard	1588 S. Main St.	540-442-7162	Indian	\$
Boston Beanery	1625 E. Market St.	540-433-1870	American	\$\$
Bravo Italian Eatery	1647 E. Market St.	540-438-8985	Italian	\$\$
Calhoun's Restaurant & Brewing Co.	41 Court Square	540-434-8777	Micro-brewery	\$\$\$
Chaing House	835 E. Market St.	540-574-2265	Chinese	\$\$
Chili's Grill and Bar	1572 E. Market St.	540-564-1142	Tex-Mex	\$\$
China Jade	1790 E. Market St.	540-564-1922	Chinese	\$
Ciro's Lasagna House	778 E. Market St.	540-434-5375	Italian	\$\$
Dave's Taverna	95 S. Main St.	540-564-4487	Greek	\$\$\$
El Charro	1570 E. Market St.	540-564-0386	Mexican	\$
El Charro	1580 S. Main St.	540-433-3189	Mexican	\$
Firetop Bar and Grill	1971 Evelyn Blvd.	540-801-8884	Bar & Grill	\$\$
Franco's Pizza	225 Burgess Rd.	540-564-0105	Italian	\$\$
Golden China Restaurant	1005 E. Market St.	540-434-1285	Chinese	\$\$
Golden Corral Buffet & Grill	2335 E. Market St.	540-433-8680	Buffet	\$\$
Ham's Restaurant	221 University Blvd.	540-801-0221	American	\$\$
International House of Pancakes	1019 University Blvd.	540-438-9251	American	\$\$
Jalisco	243 Neff Ave.	540-434-8634	Mexican	\$
Jess's Lunch	22 S. Main St.	540-434-8282	American	\$
Jess's Lunch #2	1746 E. Market St.	540-434-8280	American	\$
Joshua Wilton House	412 S. Main St.	540-434-4464	Fine Dining	\$\$\$
Kyoto Steakhouse	829 E. Market St.	540-574-4901	Japanese	\$\$
L'Italia	815 E. Market St.	540-433-0961	Italian	\$\$\$
Little Grill Collective	621 N. Main St.	540-434-3594	Vegetarian	\$\$
Local Chop & Grill House	56 W. Gay St.	540-801-0505	American	\$\$
Luigi's Pizza Co.	95 S. Main St.	540-442-9923	Italian	\$
Luigi's Pizza Co.	1059 S. High St.	540-433-0077	Italian	\$
Mrs. Hardesty's Tea Room	212 S. Main St.	540-432-8942	American	\$\$
O' Charley's	101 Burgess Rd.	540-432-6662	American	\$\$
Outback Steakhouse	261 University Blvd.	540-438-0190	Steak	\$\$
Panera Bread	295 Burgess Rd.	540-433-6333	American	\$\$
Qdoba Mexican Grill	223 Burgess Rd.	540-564-1515	Mexican	\$
Red Lobster	2121 E. Market St.	540-564-2719	Seafood	\$\$
Ruby Tuesday	Valley Mall	540-432-9080	American	\$\$
Saigon Café	787 E. Market St.	540-434-5750	Vietnamese	\$
Sam's Hot Dogs of Harrisonburg	910 Reservoir St.	540-433-8727	Hot Dogs	\$
Simple Pleasures Café	498 University Blvd.	540-564-2988	American	\$
Taste of Thai	919 S. High St.	540-801-8878	Thai	\$\$
Texas Roadhouse	1860 Evelyn Byrd Ave.	540-801-0324	Steak	\$\$
Texas Steakhouse	1688 E. Market St.	540-433-3650	Steak	\$\$
Thai Café	182 Neff Ave.	540-433-2201	Thai	\$\$
Thai Flavor	51 Kenmore St.	540-433-8424	Thai	\$\$
The Blue Nile	1251 Virginia Ave.	540-432-6453	Ethiopian	\$\$
Traditions	625 Mt. Clinton Pike	540-438-0301	American	\$\$
Wood Grill Buffet	1711 Reservoir St.	540-432-9303	Buffet	\$\$

