



MAAO 2018
63RD ANNUAL SCHOOL
AUGUST 6-10, 2018

University of Massachusetts at Amherst
Campus Center
Amherst, Massachusetts
“Professionalism Through Education”

MASSACHUSETTS ASSOCIATION OF ASSESSING OFFICERS

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MAAO 2018 Annual School

This year is the Sixty-third Annual Assessors School held by the MAAO in conjunction with the Department of Revenue, at the University of Massachusetts Campus Center, Amherst, during the week of **August 6- 10, 2018**.

1. **Conference Registration:** If you created an account last year, you should use the same login and password. If you did not attend last year, **YOU WILL NEED TO CREATE AN ACCOUNT. THIS IS NOT THE MAAO's WEBSITE!!** Please be sure to use a simple password (as this will be what you log in with next year!)
 - a. Pre-registration is mandatory, as classroom space must be reserved, and materials ordered. **Registrations MUST be completed by July 23rd to avoid a late fee.** Included in your registration fee is the morning break and lunch (Please see special note below) each day as well as the Wednesday evening dinner.
 - b. The registration fees for the annual school are located on the registration form in this packet. We are offering daily registration for the Specialty Course, details are listed on the registration form.
 - c. **This will be the last year UMASS accepts paper registrations, most of you register via the UMASS Portal but there are still a few.**
 - d. If your check cannot be received by or postmarked by July 23rd, you will need to send documentation to the UMASS Registration Office showing that the payment has been processed! This will help you avoid the \$40 late fee!
2. **Conference Check-in:** Weeklong conference registration will take place **on Monday morning only, August 6th, 8:00 a.m. to 9:00 a.m.** 1st floor registration desk. Please try to be there early in order for us to begin the welcoming session on time. Late registrants and one day registrants will have to go to the 8th floor registration office to register. For registration questions or issues please contact Conferences Services directly at 413-577-8102.
3. **Room Reservations:** Please be sure to stipulate that you are with the Assessors Association (**use code: MAS18C**) when making room reservations. Please see the Campus Center Hotel Reservation information in this packet. As stated above, pre-registration is required for the school AND for the hotel rooms at the Campus Center. We have a limited number of rooms reserved for your use and have scheduled all the week's events at the Campus Center. **DO NOT** send payment for your rooms with the school registration form. Keep in mind that rooms will be held only until 6:00 P.M. on Sunday. If you expect to arrive later than that time, you must contact the Campus Center Hotel at 877-822-2110 and make arrangements for your room to be held.
4. **Parking Pass:** If you are registered for a room at the hotel you will receive a parking pass for the garage. If you are not registered at the hotel you will receive a parking pass which is included with your conference registration. It will be distributed at registration.
5. **Calculators:** Calculators may be necessary in all courses, not cell phone calculators, and please bring #2 pencils for the Exam.
6. **Lunch:** This year lunch will be available the same way as last year. On Monday, lunch will be served in the Auditorium. For Tuesday, Wednesday, and Thursday meal cards for the Campus Center Food Court will be provided. Go here for detailed description and menu, <http://www.umassdining.com/locations-menus/campus-center>). **It should be noted that you will be responsible for your lunch meal card. If lost, misplaced, or forgotten at home we will NOT replace it.**
7. **Cornhole:** Again, this year we will be holding a "Corn Hole" Tournament during our Wednesday evening dinner on the patio. Please join us for an exciting, fun and competitive event. There will be food, beverages and relaxation. Your ID Badge is your admission. Check out the "Corn Hole Page" at the end of this packet!! You can register as a team or individual, all are welcome to play!

UMASS Annual School Schedule At-A-Glance

	Monday			Tuesday			Wednesday			Thursday			Friday		
	Session 1	Session 2	Session 3	Session 1	Session 2	Session 3	Session 1	Session 2	Session 3	Session 1	Session 2	Session 3	Session 1	Session 2	Session 3
8:00 AM	1st floor UMASS registration desk.														
8:30 am - 9 am	General Welcome, Auditorium			IAAO wksp 181 7-Hour National USPAP Update for Mass Appraisal	IAAO Workshop 155 Depreciation Analysis (2 day class)	MAAD Crs 200, 1, 2, 3, 5 & 6	IAAO Workshop 155 Depreciation Analysis (2 day class)	Crashing into the Ceiling	DOR 101	MAAD Crs 200, 1, 2, 3, 5 & 6	IAAO Workshop 155 Depreciation Analysis (2 day class)	Affordable Rent-Restricted Property Valuation	DOR 101	MAA OCrs 200, 1, 2, 3, 5 & 6	
9 am - 10:15 am	Word for Assessors	What is the Personal Property Worth?	MAAD Crs 200, 1, 2, 3, 5 & 6	Using the HP 12C Financial Calculator to Solve Real World Valuation Problems	IAAO wksp 181 7-Hour National USPAP Update for Mass Appraisal	DOR 101	Using the HP 12C Financial Calculator to Solve Real World Valuation Problems	IAAO Workshop 155 - Depreciation Analysis (2 day class)	Crashing into the Ceiling	DOR 101	IAAO Workshop 155 - Depreciation Analysis (2 day class)	Affordable Rent-Restricted Property Valuation	DOR 101	MAA OCrs 200, 1, 2, 3, 5 & 6	
10:15 am - 10:30 am	Morning Break - 1st floor			Morning Break-1st floor			Morning Break-1st floor			Morning Break-1st floor			Morning Break		
10:30 am - 12 noon	Word for Assessors	What is the Personal Property Worth?	MAAD Crs 200, 1, 2, 3, 5 & 6	Using the HP 12C Financial Calculator to Solve Real World Valuation Problems	IAAO wksp 181 7-Hour National USPAP Update for Mass Appraisal	DOR 101	Using the HP 12C Financial Calculator to Solve Real World Valuation Problems	IAAO Workshop 155 - Depreciation Analysis (2 day class)	Crashing into the Ceiling	DOR 101	IAAO Workshop 155 - Depreciation Analysis (2 day class)	Affordable Rent-Restricted Property Valuation	DOR 101	MAA OCrs 200, 1, 2, 3, 5 & 6	
12 Noon - 1 pm	Lunch Break in the Auditorium			Lunch-Campus Center Dining Voucher			Lunch-Campus Center Dining Voucher			Lunch-Campus Center Dining Voucher			Lunch-Campus Center Dining Voucher		
1 pm - 2:30 pm	Word for Assessors	What is the Personal Property Worth?	MAAD Crs 200, 1, 2, 3, 5 & 6	Using the HP 12C Financial Calculator to Solve Real World Valuation Problems	IAAO wksp 181 7-Hour National USPAP Update for Mass Appraisal	DOR 101	Using the HP 12C Financial Calculator to Solve Real World Valuation Problems	IAAO Workshop 155 - Depreciation Analysis (2 day class)	How to Navigate Personal Exemptions: Pertinent Information from the BLA	DOR 101	IAAO Workshop 155 - Depreciation Analysis (2 day class)	Affordable Rent-Restricted Property Valuation	DOR 101	MAA OCrs 200, 1, 2, 3, 5 & 6	
2:30 pm - 2:45 pm	Afternoon Break-1st floor			Afternoon Break-1st floor			Afternoon Break-1st floor			Afternoon Break-1st floor			Afternoon Break-1st floor		
2:45 pm - 4 pm	Word for Assessors	What is the Personal Property Worth?	MAAD Crs 200, 1, 2, 3, 5 & 6	Using the HP 12C Financial Calculator to Solve Real World Valuation Problems	IAAO wksp 181 7-Hour National USPAP Update for Mass Appraisal	DOR 101	Using the HP 12C Financial Calculator to Solve Real World Valuation Problems	IAAO Workshop 155 - Depreciation Analysis (2 day class)	How to Navigate Personal Exemptions: Pertinent Information from the BLA	DOR 101	IAAO Workshop 155 - Depreciation Analysis (2 day class)	Affordable Rent-Restricted Property Valuation	DOR 101	MAA OCrs 200, 1, 2, 3, 5 & 6	
4 pm - 4:30 pm															
4:30 pm - 5 pm															
5 pm - 7 pm	Upon completion of your class for the Day we will be having "Meet your Instructor" in the UPUB in the Campus Center with Pizza.									Southwest Buffet and Cornhole Tournament on the Patio					
	Late registrants and one day registrants, please go to the 8th floor UPMASS registration office to pick up your registration packet.														
	MAAD Crs 200, 1, 2, 3, 5 & 6 Final Exams														

The **MAAO EDUCATION COMMITTEE** presents to you the following program that will guide you through the various “**STEPS TO PROFESSIONALISM**” as you increase your knowledge of the Assessing Profession. The Education Committee has dedicated a great deal of time and effort to plan and execute a variety of programs of the highest level possible. We believe it will be of great benefit to all.

MAAO Designee Re-certification Credit - in order to receive re-certification credit for attending a course, the participant must attend the entire course or workshop. No partial credit will be given for attending part of a course or workshop. Each subject in the Specialty Course will be treated as a separate course. Arriving more than ½ hour after the start of class will result in **no** credits being awarded. Course 101, 200, MAAO courses 1, 2, 3, & 5 (**please note:** Course 6 will be required for designation beginning July 1, 2019) are required for the MAA, RMA, and CMA designations.

Week-long Courses

Course 101 is sponsored by the **MASSACHUSETTS DEPARTMENT OF REVENUE** as the basic course in Assessment Administration, Law, Procedure, and Valuation. *This course is limited to 45 students, at the request of the Department of Revenue.* [Go to this link for an outline of the course](#)

MAAO Course 200 – Principals of Assessing Procedures is our own course dealing with the Assessors administrative responsibilities, in addition to Appellate Tax Board procedures. The course is taught by MAAO members and is an in-depth explanation of our everyday practice. It is a course necessary to the new Assessor and useful to the experienced Assessor as a review. [Go to this link for an outline of the course.](#)

MAAO Course 1 – Comparable Sales Approach to Value is a course developed by members of our own association and deals with the Comparable Sales Approach to Value, sometimes called the market approach. It offers a brief review of the necessary mathematical procedures required in our job. It also deals with the basic appraisal process, concept of value, and mass appraisal using the comparable sales approach. It is a course that goes into detail concerning a subject that is germane to our profession. [Go to this link for an outline of the course](#)

MAAO Course 2 - Cost Approach to Value is devoted to the Cost Approach to Value. This course begins with a review of algebra and also reviews the assessment process. It delves into the process of replacement cost, depreciation, cost tables, and adjustments. You will apply these procedures to both, the single property appraisal and the mass appraisal process. [Go to this link for an outline of the course](#)

MAAO Course 3 - Income Approach to Value is dedicated to the Income Approach to Value. The first section is devoted to basic statistics. The math reviews included in MAAO Courses 1 & 2 provide the basis on which to proceed to statistics. The course will cover analysis of the income and expenses generated by income producing property and the development of economic rents, expenses, and cap rates in order to generate an accurate indicator of market value. [Go to this link for an outline of the course](#)

MAAO Course 5 – Mass Appraisal of Real Property is designed to lead the student through the process of mass appraisal of real property both residential and non-residential. In MAAO Course 5, discovery, listing, and valuation will be discussed. Our other courses have been directed toward single property appraisal. This course applies those principles to a great mass of properties. [Go to this link for an outline of the course](#)

MAAO Course 6 –Valuation Administration is a course developed by the MAAO to expand on the procedures that are necessary to perform accurately and professionally the primary function of our profession, the administration of the development of values and meeting the requirements of state certification. Doing it right is not only necessary to satisfy the BLA requirements but to satisfy and instill confidence in the taxpayer. This course is intended to guide you or to reassure you that you are doing it right. *At this time it is not a requirement for any MAAO designation but as of July 1, 2019, this Course WILL BE REQUIRED to obtain a Designation. It will qualify for 34 Credits for MAAO recertification.* [Go to this link for an outline of the course.](#)

Specialty Courses

There will be several varied dynamic programs that are germane to today's needs. See the course description page for details.

Word for Assessors (Must bring a laptop with Office 2007 or newer) – Monday Session 1

Full Day (8:30 am – 4:30 pm) **7 Credits**

Instructor: David M. Cornell, CAE, MAI, is a Microsoft Certified Trainer and a Certified Excel Expert, Cornell Consultants

Being able to effectively utilize the Microsoft Word program in your day to day operations of your office is very important. Word for Assessors is specifically designed to highlight how features in Word can help with the creation of letters, reports and documents and the tips and tricks that can make these tasks much easier.

Word for Assessors covers the following topics: Creating mail merges; Using Tables; Creating templates; Creating a table of contents; Inserting SmartArt; Creating document themes; Adding page numbers, sections, and page breaks; Adding footnotes, endnotes, and captions; Creating lists; Inserting pictures, shapes, and charts; Using tables to create fillable forms; Using the find and replace function; and, Customizing the ribbon bar.

What is the Personal Property Worth? – Monday Session 2

Full Day (9 am – 4 pm) **6 Credits**

Instructor: Richard J. Conti, ASA, ARM-PP, MAA, Assessor, City of Taunton

How to assess personal property you do not recognize. This session examines a USPAP compliant method for the Assessor to determine the replacement cost less depreciation for personal property. The method utilizes value characteristics and approaches to determine a value supported by evidence. Logic is explored, and pitfalls revealed to equip the assessor to defend their value determinations to owners and Appellate Tax Board Commissioners. In this session the students will learn how to construct a value argument using classification, true premises and true conclusions. Resources will be explored, an "in-house" field trip with a hands-on group assignment makes this session worthwhile.

Using the HP 12C Financial Calculator to Solve Real World Valuation Problems– Tuesday, Session 1

Full Day (8:30 am – 4:30 pm) **7 Credits**

Instructor: David M. Cornell, CAE, MAI, Cornell Consultants

This hands-on class features an in depth look on how to use the HP 12C calculator. You will need to bring your HP 12C Calculator to class. This full day course will cover the following Modules:

- **Module 1:** Understanding the HP 12C Keys
- **Module 2:** Understanding the functions
- **Module 3:** Understanding the time value of money and the six functions of a dollar
- **Module 4:** A review of discounted cash flow, internal rates of return, and net present value
- **Module 5:** Real estate problem solving exercises

IAAO Workshop 181 - 7-Hour National USPAP Update for Mass Appraisal – Tuesday, Session 2

Full-Day (8:30 am – 4:30 pm) **7 Credits**

Instructor: Stephen M. Snyder, CAE, SRA, Commercial Appraiser

This workshop is a National 7-hour *USPAP* Update offered for continuing education for licensure and certification through The Appraisal Foundation. The workshop provides a general overview of *USPAP* guidelines, advisory opinions, statements, and other appraisal practices with discussion, illustrations and case studies focused on issues relevant to the daily practice of mass appraisers. The course is updated yearly to address changes to *USPAP* and common misunderstandings. **IAAO recertification credit: 7 hours**

IAAO Workshop 155 - Depreciation Analysis – Wednesday & Thursday, Session 1

Two-Day (8:30 am – 5 pm) **15 hours** (if you choose not to take the exam you will receive **14 hours** of recertification credit)

Instructor: David Cornell, CAE, MAI, Cornell Consultants

Depreciation Analysis provides a comprehensive, advanced treatment of the techniques of estimating depreciation of residential property. Through a series of market-oriented case studies and demonstration problems, types of depreciation and generally recognized methods for measuring depreciation are covered, with emphasis on the observed condition method. Depreciation measurements are applied to a single subject property, providing experience in analyzing the advantages and limitations of each method. This workshop includes an exam. **IAAO recertification credit: 15 hours** (if you choose not to take the exam you will receive **14 hours** of recertification credit)

Crashing into the Ceiling – Wednesday, Morning- Session 2-half day sessions will only be allowed to be purchased as a full day.

Morning Session (9 am- 12 noon) **3 Credits**

Instructor: Ritchie Allen, Chairman, Board of Assessors, City of Springfield

The cruel irony of Proposition 2 ½ is that those municipalities that face the most challenging economic and social problems are often constrained from raising the needed revenue, due to the levy ceiling. These communities can be in a chronic struggle to cope with the law's limits. The levy ceiling poses a potential threat for other communities of more favorable social and economic circumstances, as well, depending on the economic cycle. What conditions create the levy ceiling problem? What strategies and resources can assessors use to cope with the limits?

How to Navigate Personal Exemptions: Pertinent Information from the BLA – Wednesday, Afternoon- Session 2 – half day sessions will only be allowed to be purchased as a full day.

Afternoon (1pm-4 pm) **3 Credits**

Instructor: Kathleen Colleary, Bureau Chief, Municipal Finance Law

Statutory exemptions can be (are) very confusing. There are a lot of them and the assessor needs to deal with many variations. As well as statutory options some communities have even passed local option legislation that can confuse matters locally. A detailed description and breakdown of them and the options available to assessors will be discussed.

Affordable Rent-Restricted Property Valuation– Thursday- Session 2

Full-Day (8:30 am – 4:30 pm) **7 Credits**

Instructors: Gary McCabe, CAE, Chief Assessor, Town of Brookline and Lane Partridge, MAA, Town Assessor, Town of Concord

This daylong seminar will discuss the market valuation problem presented by rent-restricted affordable housing properties. There are both tax policy and public policy issues involved in understanding the costs and benefits of privately owned affordable rental housing. This seminar will look at those issues and how they impact market value including a discussion of the past and current approaches to this often-puzzling valuation problem. We will present a method of using mass-appraisal models to reconcile project development costs to the capitalization of rent restricted income, including the development of an overall capitalization rate.

What's New at the DLS– Friday- Session 1

Half Day (9 am – 12 noon) – **3 credits**

Instructor: Kirsten Shirer Taylor, Director of Information Technology, DLS, DOR

Ms. Taylor will discuss what's in Gateway and DLS IT. Topics will include the new "recap: budgeting tool, tax rate process tips, and other related topics including the new DLS website. Scott Santangelo will continue the program and discuss the initiatives the Bureau of Local Assessments has been working on this past year. Topics will include updates to the LA3 review, Property Code Booklet, Income and Expense Forms, Goals for FY2020.

REGISTRATION FORM MAAO ANNUAL SCHOOL

Campus Center - University of Massachusetts

August 6th -10th, 2018

On-Line registration is available at the following link: [UMASS conference Services](#)

Name: _____ Community/Organization: _____

Title: _____ Day Time Phone #: _____

Address: _____ City/Town/Zip: _____

Email Address: _____

PAYMENT POLICY: Please make check payable to *UMASS Conference Services* and return by **July 23rd, 2018** to: **UMASS Conference Services CS 17041**, 810 Campus Center, University of Massachusetts, 1 Campus Center Way, Amherst MA 01003-9243 or fax to 413-577-8130 **LATE REGISTRATION POLICY:** Registration **received** by Conference Services after July 23rd, 2018 will be assessed a \$40.00 late fee. Conferees registering on-site will also be charged a late registration fee. Any check returned by the bank for insufficient funds will be assessed a charge of \$35. **You may fax your registration on or before July 23rd stating method of payment to 413-577-8130.**

CANCELLATION/REFUND POLICY: Conferees canceling by July 30th, 2018 will receive a full refund of their registration fee minus a \$60.00 cancellation processing fee and any administrative fees. All cancellations must be in writing. **ABSOLUTELY** no refunds will be issued for cancellations **received after July 30, 2018.**

Please check the box for the course registration and circle the membership cost that applies to your status.

	Member	Non-Member
<input type="checkbox"/> DOR Course 101	\$ 440.00	\$ 490.00
<input type="checkbox"/> MAAO Course 200	\$ 500.00	\$ 575.00
<input type="checkbox"/> MAAO Course 1	\$ 500.00	\$ 575.00
<input type="checkbox"/> MAAO Course 2	\$ 500.00	\$ 575.00
<input type="checkbox"/> MAAO Course 3	\$ 500.00	\$ 575.00
<input type="checkbox"/> MAAO Course 5	\$ 500.00	\$ 575.00
<input type="checkbox"/> MAAO Course 6	\$ 500.00	\$ 575.00
<input type="checkbox"/> Specialty Course - 5 Days (please choose session for each day)	\$ 575.00	\$ 650.00

Choice 1 for Each Day

Choice 2 for Each Day

Specialty – Monday choose 1	<input type="checkbox"/> Word for Assessors (Must bring a laptop with Office 2007 or newer to participate)	<input type="checkbox"/> What is the Personal Property Worth?
Specialty – Tuesday choose 1	<input type="checkbox"/> Using the HP 12C Financial Calculator to Solve Real World Valuation Problems	<input type="checkbox"/> IAAO Wksp 181-7-Hour National USPAP Update for Mass Appraisal
Specialty–Wednesday choose 1	<input type="checkbox"/> IAAO Workshop 155 – Depreciation Analysis (2 Day)	<input type="checkbox"/> Crashing into the Ceiling & How to Navigate Personal Exemptions: Pertinent Information from the BLA
Specialty – Thursday choose 1	<input type="checkbox"/>	<input type="checkbox"/> Affordable Rent-Restricted Property Valuation
Specialty - Friday	<input type="checkbox"/> What's New at the DLS	

Specialty Courses - 1 Day Registrations includes lunch each day except Friday

	Member	Non-Member
<input type="checkbox"/> Specialty Course Monday – Word for Assessors	\$175.00	\$250.00
<input type="checkbox"/> Specialty Course Monday – What is the Personal Property Worth?	\$175.00	\$250.00
<input type="checkbox"/> Specialty Course Tuesday – Using the HP 12C Financial Calculator to Solve Real World Valuation Problems	\$175.00	\$250.00
<input type="checkbox"/> Specialty Course Tuesday – IAAO Workshop 181-7-Hour National USPAP Update for Mass Appraisal	\$275.00	\$350.00
<input type="checkbox"/> Specialty Course (2-Day) Wednesday & Thursday – IAAO Workshop 155 – Depreciation Analysis	\$475.00	\$550.00
<input type="checkbox"/> Specialty Course Wednesday – Crashing into the Ceiling & How to Navigate Personal Exemptions: Pertinent Information from the BLA	\$175.00	\$250.00
<input type="checkbox"/> Specialty Course Thursday – Affordable Rent-Restricted Property Valuation	\$175.00	\$250.00
<input type="checkbox"/> Specialty Course Friday (half day) – The Latest from the DLS	\$100.00	\$150.00

Total Registration Fee

Add a 3% UMASS Process fee

Total Amount Enclosed

HOTEL ACCOMMODATIONS INFORMATION

Reservation Information for the [Hotel UMASS](#)

Reservations are due by **July 13, 2018**

****Please note: the entire UMASS campus grounds and hotel are non-smoking****

Reservations may be made by phone by calling, 877-822-2110.

or on-line by clicking the following link, [Hotel UMASS](#).

Conference/Group Use Only

MAS18C

Reservation Policies – Please Read Carefully

A block of rooms at the Campus Center Hotel is being held for our conference. When you register for your overnight accommodations it is important that you use the group code assigned to us for the conference (noted above). Please be sure to reserve your room early. **The cutoff date is July 13th.** After July 13th any rooms still available in the block will be released.

- Check and all major credit cards are accepted. Upon check-in a credit card and photo ID is required.
- University policy prohibits pets in the Campus Center. Parking for Hotel Guests is available in the Campus Parking Garage at a reduced rate.

CANCELLATION POLICY: Cancellation for all hotel reservations must be received one day prior to your arrival date. Cancellations received less than 24 hours in advance will be charged the first night's room rate.



FOURTH ANNUAL MAAO CORNHOLE TOURNAMENT

This year the MAAO will be hosting the fourth Annual MAAO Cornhole Tournament.

“Cornhole” is a fad that is sweeping the nation. There will prizes for the winners and runners-up. It will be held on Wednesday evening before, during, and if necessary, after the Southwest Buffet Dinner that is to be held on the patio.

It has been called many things, Corn Toss, Bean Bag, Bean Toss, Soft Horseshoes, Indiana Horseshoes, but to many it is just “Cornhole”. It has been said that the game originated in Germany in the 14th century, and then was rediscovered in the hills of Kentucky over 100 years ago. The truth is, who really knows, but the game is great fun for all ages and can be played anywhere! Cornhole or Corn Toss is similar to horseshoes except you use wooden boxes called Cornhole platforms and corn bags instead of horseshoes and metal stakes. Contestants take turns pitching their corn bags at the Cornhole platform until a contestant reaches the score of 21 points. A corn bag in the hole scores 3 points, while one on the platform scores 1 point.

Scoring can be swift and the lead may change hands several times in a match before the winner is decided.

Open to all attendees!

**Sign up as a team or an individual (and you will be placed on a team)
at the registration desk at UMASS by Wednesday noontime.**

The rules are as follows:

1. The DIRECTOR OF THE TOURNAMENT, at his/her discretion, may change the rules at any time.
2. Teams of two people must be registered before the start of the first match.
3. Games will be to 15 points.
4. It will depend on the number of teams that sign up whether this will be single elimination or double elimination. It will be decided before the first game.
5. The DIRECTOR OF THE TOURNAMENT will decide any disagreements.
6. The DIRECTOR OF THE TOURNAMENT’S word will be law.
7. The most important Rule: HAVE FUN!!!!