



ANNUAL MUNICIPAL TAX SALE

3 Session Webinar Series

August 31, September 14 and 28 (Wednesdays)
10:00 am - 11:00 am



Selling people's property at Tax Sale is a big responsibility. If you have to do it, you need to do it correctly.

WHO SHOULD ATTEND:

Tax Supervisors and Managers who are responsible for administration of the annual Tax Sale.

BENEFITS OF PARTICIPATING:

You will learn the correct way to administer the tax sale, best practices and how to avoid pitfalls.

WEBINAR OBJECTIVES:

The webinar covers:

- The governing legislation
- How to collect delinquent taxes and avoid the necessity of tax sale
- Advertising the sale
- How to conduct the auction
- What to do with properties acquired in tax sale
- How to handle redemptions

ABOUT THE WORKSHOP LEADER:

Doug Stein has worked in municipal finance for over 25 years. He recently retired from his position as Manager of Revenue Services for the District of Saanich. Prior to that, he was the Deputy Treasurer/Deputy Clerk for the District of Esquimalt. Doug has been very involved with the Collectors' Forum, is a GFOABC Life Member and a CMA (Certified Management Accountant).

WEBINAR DATES
(3 one-hour sessions in the series)

This program is 3 hours long, consisting of three one-hour sessions as follows:

Before the Tax Sale - Preparation
Wednesday, August 31 – 10 a.m. to 11 a.m.

The Tax Sale Auction
Wednesday, September 14 – 10 a.m. to 11 a.m.

After the Tax Sale - What do I do now?
Wednesday, September 28 – 10 a.m. to 11 a.m.

REGISTRATION FEES

The meeting will be presented using GoToWebinar software over the internet. You will require a **USB headset with mic** in order to participate in the Webinar.

\$150 + HST (members only)

4 PD points required

The course will be limited to 30 participants.