



Champions For Effective Local Government

# Municipal Clerks and Treasurers Certification Program

## 2016 – 2017 Training Schedule

No cost to Clerks, Treasurers, and Finance Officers that are *current* members of the MC&T Program. All others - \$65.

**All Workshops will be from 10am - 3pm  
(Unless otherwise noted)**

### ***LOCATIONS & DATES***

**November 4, 2016**

Oklahoma Aquarium  
300 Aquarium Drive  
Jenks, OK 74037  
918-296-FISH (3474)

**January 20, 2017**

Lawton Auditorium  
212 SW 9th  
Lawton, OK 73501  
580-581-3305

**March 3, 2017**

El Reno Public Safety Center  
2707 Faith Avenue  
El Reno, OK 73036  
405-262-2949

**April 7, 2017**

Woodward Conference Center  
3401 Centennial Lane  
Woodward, OK 73801  
580-256-9990

**May 5, 2017**

S.E. Regional Expo  
4500 W. Highway 270, Room 101  
McAlester, OK 74501

**Additional Information:**

This workshop offers 4 hours of CMO (Certified Municipal Officials) credit. This workshop fulfills State Certification requirements for the MC&T Certification Program.

# Oklahoma Municipal League Municipal Clerks and Treasurers Certification Program

## Registration Form

All Workshops will be from 10am - 3pm  
(Unless otherwise noted)

**Are you elected**  **Appointed (hired)**

**Please indicate which location you plan to attend: All exact dates & locations are To Be Announced**

- |   |           |  |             |
|---|-----------|--|-------------|
| <input type="checkbox"/> November 4, 2016 | – Jenks   | <input type="checkbox"/> April 7, 2017 | – Woodward  |
| <input type="checkbox"/> January 20, 2017 | – Lawton  | <input type="checkbox"/> May 5, 2017   | – McAlester |
| <input type="checkbox"/> March 3, 2017    | – El Reno |  |             |

**Please copy this form for additional registrants.**

Name & Title \_\_\_\_\_  
Municipality \_\_\_\_\_  
Address \_\_\_\_\_  
City / Town \_\_\_\_\_ Zip \_\_\_\_\_  
Where You Can Be Reached:  
Work Phone: \_\_\_\_\_ Other Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

No cost to Clerks, Treasurers, and Finance Officers that are **current** members of the MC&T Program. All others - \$65.

**TO REGISTER:** Please return this form no later than one week prior to the workshop location you plan to attend. **Fax to 405-528-7560 or mail to Oklahoma Municipal League, 201 N.E. 23rd Street, Oklahoma City, OK 73105-3199. After the deadline, please plan to register onsite.**

**IF YOU REQUIRE SPECIAL ACCOMMODATION:** Please notify OML no later than one week prior to the workshop location you plan to attend.

**CERTIFIED MUNICIPAL OFFICIAL PROGRAM (CMO):** This program recognizes officials and employees who continue to develop their skills and enrich their expertise in local government. This is a voluntary program available to all municipal officials and employees. Those who complete 40 credit hours of training will receive the designation, Certified Municipal Official (CMO). This training qualifies for 4 credit hours. Please contact OML for enrollment information.

**MC&T STATE CERTIFICATION:** The Institute will meet state certification requirements for municipal clerks, treasurers and finance officers.

**LOCATION:** For directions and maps to the locations, please log onto the OML website, [www.oml.org](http://www.oml.org).

If you have any questions, please contact Kelly Danner  
at the OML office (800) 324-6651 or (405) 528-7515 or  
email : [kelly@oml.org](mailto:kelly@oml.org).

