



VERMONT PROPERTY ASSESSOR CERTIFICATION PROGRAM APPLICATION

FORM
AC-304

Full Name (First, MI, Last)	Town
Mailing Address (Number and Street)	Date of original election or appointment
City / State / ZIP Code	Telephone Number

1. I am applying for the following certification level (*see our website for the certification criteria*).

- VPA I - Vermont Property Assessor I (*Level 1*)
- VPA II - Vermont Property Assessor II (with 2 years experience or equivalent) (*Level 2*)
- VPA III - Vermont Property Assessor III (with 5 years experience or equivalent) (*Level 3*)
- VMPPA - Vermont Master Property Assessor (with 8 years experience or equivalent) (*Level 4*)

2. How many years of experience do you have in the following designations?

- _____ Lister/Assessing Official
- _____ VPA I
- _____ VPA II
- _____ VPA III
- _____ VMPPA

3. I have successfully completed the following courses for this certification level. (*Please attach all certificates validating the successful completion of the applicable courses.*) If you are trying to substitute a training you believe is comparable, you must provide a certificate of successful completion, course description, and your analysis of why you believe the training qualifies.

<u>Level I</u>	<u>Level II</u>	<u>Level III</u>	<u>Level IV (VMPPA)</u>
<input type="checkbox"/> IAAO Course 100	<input type="checkbox"/> IAAO 101	<input type="checkbox"/> IAAO 300	<input type="checkbox"/> IAAO 112
<input type="checkbox"/> State Lister Training Workshop	<input type="checkbox"/> IAAO 102	<input type="checkbox"/> IAAO 155	<input type="checkbox"/> IAAO 311
	<input type="checkbox"/> IAAO 171	<input type="checkbox"/> State Land Appraisal Workshop	<input type="checkbox"/> IAAO 452
	<input type="checkbox"/> State Data Collection Course	<input type="checkbox"/> State Statutes & Rules in Property Assessment	

4. I attest that I am in good standing with the Vermont Department of Taxes.

Printed Name _____ Date _____

Signature _____

Please include the following documents when submitting this application to the Department. If your application is missing any of the supporting documents listed below, the Department cannot accept your application.

- Copies of all course certificates
- Current resume (*to include work experience*)
- Copies of current designation certificates, if any
- Application and fee of \$25, payable to **Vermont Department of Taxes**

Submit to:

Vermont Department of Taxes
Property Valuation and Review Division
133 State Street
Montpelier, VT 05633-1401