

REGISTRATION, INVOICE & VOUCHER CERTIFICATION FORM

IPD INSTITUTE FOR PROFESSIONAL DEVELOPMENT

Now That Your Municipal Budget Has Been Completed/Introduced/Adopted and, As a Municipal Official, You Have Been Involved In The Process, Come To This Review Of The Local Budget Laws 40A: 4-1 et. seq. For Your Future Reference

JUNE 21, 2019 JUMPING BROOK COUNTRY CLUB, NEPTUNE, NJ

Approved by DCA - CMFO, CCFO, - 4 CEU's - 4 Budgeting
Approved by DCA - RMC -4 CEU's, - 4 Finance
Approved by DCA - CPWM -4 CEU's, - 3 Management & 1 Government
Approved by DCA - CTC -4 CEU's, - 4 General Secondary Duties
Approved by DCA - QPA -4 CEU's, - 4 Office Administration/General Duties
Approved by Rutgers University for RPPO/RPPS 4 CEUs - 4 Management/Supervisory
Approved - 4 CPE's RMA, CPA, PA - 4 CPE's - Finance

No One Will Be Permitted Without Purchase Order or Payment By Day of Seminar P.O. # _____

Returning a copy of this completed form insures you a reservation at the above seminar. Just send us this form with or without a check, No need to send us your voucher for a separate signature because this form has been approved by the DLGS Local Finance Board and meets the requirements for certification of performance of service.

9:00 am - 9:30am Registration, HOT BUFFET BREAKFAST - 9:30 am -12:50 pm Seminar Time Table

New Jersey Budget Law - NJSA 40A: 4-1
Budgets Must Comply with The Local Budget Law
The Budget- A Financial Plan, Line Item Budgets
Amount To Be Raised By Taxation, CAP Banking
Temporary Budget - Budgeting Roles - Self Examination
Revenues - Expenditures- S&W - O&E, Deferred Charges
Local Property Tax, Fund Balance, Capital Improvement Fund
Fund Balance, Appropriations, Miscellaneous Revenues

PRESENTER: Douglas Petix, CPA, CCFO, CMFO

Mail Checks to: Institute for Professional Development
P.O. Box 1468, Clifton, NJ 07015-1468 - Phone (973) 777-4200

___ Review Local Budget Laws Seminar 6/21/19 - Directions on Web Site: <http://ipd2.com>

FAX YOUR REGISTRATION (973) 777-0401

Cancellation Policy - 48 Hours before seminar in writing by Fax

During Inclement Weather check our website <http://ipd2.com> Day Before Seminar*

SEMINAR INCLUDES FULL BREAKFAST BUFFET ___\$125 per person \$150 Registration at door

NAME

TITLE

ADDRESS

ORGANIZATION OR GOVERNMENTAL UNIT

TELEPHONE NUMBER

FAX NUMBER

CLAIMANTS CERTIFICATION & DECLARATION

I do solemnly declare and certify under the penalty of the law that the within bill is correct in all its particulars, the articles have been furnished or services rendered as stated herein, that no bonus has been given or received by any person or persons within knowledge of this claimant in connection with the above claim and that the amount charged is a reasonable one.

Just send your check with the application form! You do not need to send us your Voucher for a separate signature since the presigned certification on the left can be attached to your voucher in lieu of sending it to us for a signature. This form has been determined by DLGS to meet the requirements of the statutes for this type of expenditure.



Michael F. Conti, Program Coordinator
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