



ARcounties Continuing Education
1415 West Third St.
Little Rock, AR 72201
(501) 372-7550 • Fax: (501) 372-0611

April 19, 2019

MEMORANDUM

To: Arkansas County Collectors
From: Karan Skarda, ACE Program Coordinator
Re: June 6-7, 2019, Continuing Education Meeting

The Arkansas County Collectors' Continuing Education Board has approved plans for your upcoming meeting to be held June 6-7, 2019, at **The Lodge at DeGray Lake Resort State Park, 2027 State park Entrance Road, Bismarck/Clark & Hot Springs Counties**. Board meetings will be held on the afternoon of June 5th and **the Continuing Education Meeting will kick off at 1:00 p.m. on Thursday, June 6, and will wrap up by noon on Friday, June 7.**

To reserve your room, please call the Lodge at 501-865-5851 and ask for the Arkansas County Collectors' rate of \$94.00 per person, plus tax. Please make reservations now to ensure your group's rate. **The deadline for room reservations at The Lodge at DeGray Lake Resort is May 6, 2019.**

To register for this meeting, please complete the attached registration form. Please share this information with staff who can benefit from this training as well. Please complete a registration form for each individual who plans to attend the meeting. **The deadline to register is May 23, 2019.**

Feel free to call me at 501-372-7550 or email inquiries to kskarda@arcounties.org. I look forward to seeing you soon.

Mileage:	One vehicle per county @ .42 per mile
Room rates:	June 5: Executive & Continuing Ed. Board Members only. One room per county at \$94 plus tax June 6: One room per county at \$94 plus tax
Breakfast:	June 6: Executive & Continuing Ed. Board Members only. Reimburse up to \$15 with receipt
Breakfast:	June 7: As required, direct bill
Lunch:	June 6: Executive & Continuing Ed. Board Members only. Reimburse up to \$15 with receipt
Dinner:	June 5: Executive & Continuing Ed. Board Members only. Reimburse up to \$25 with receipt June 6: Association Dinner – Non-reimbursable
Breaks:	As required, direct bill
Meeting Space:	As required, direct bill
Speaker's Fees:	As required, direct bill
Incidentals:	As required, direct bill

REGISTRATION FORM

Arkansas County Collectors' Continuing Education Meeting

June 6-7, 2019

The Lodge at DeGray Lake Resort

Deadline for Room Reservations: May 6, 2019

Please complete a registration form for each participant

Deadline to register: May 23, 2019

ACE Program

Attn: Karan Skarda - 1415 West Third Street - Little Rock, AR 72201

Fax: 501-372-0611

Email: kskarda@arcountries.org

Name: _____

Title: _____ County: _____

Office Mailing Address: _____

City: _____ State _____ Zip Code: _____

Telephone: _____

Email: _____ Is this a new email address? Yes or No

Number of years in office: _____

Signature: _____

PLEASE COMPLETE:

_____ I will attend the Association Dinner

_____ Number of Guests that will attend meal functions during the meeting*.

**To pay for your guest's meal, please contact Rebecca Talbert, Garland County Collector, 200 Woodbine, Room 108, Hot Springs, AR 71901.

*Name of Spouse/Guest, attending the meeting: _____

Additional Guest Names: _____