From: Bell, Tammi [DOT]
To: Nordholm, Gail [DOT]
Subject: SFR Training
Date: Monday, May 03, 2010 11:26:47 AM

To: City Clerks

From: Tammi Bell, Office of Local Systems

Subject: Street Financial Report Training Classes

Date: April 26, 2010

Every year the Iowa DOT offers training classes for city clerks to attend in assisting on the completion of the Street Financial Report (SFR). They are being offered in May and June 2010.

All of theses training classes are eligible to be used toward your finance credits. There will be no fee for attending any of the classes.

A beginner class session is offered which covers all of the steps to complete the SFR from beginning to submitting the report.

A class for experienced users is offered in the afternoons covering the SFR; instructions, forms, and the NEW electronic process.

Webinar Conference Training has been added and will be a beginner's class and held only in the mornings on the dates noted.

These classes will be a great opportunity for individuals who would like refreshed on the process, have questions, or are unclear in understanding information on the forms.

Reminder that every report has to be completed using the electronic method.

Click here to find out more about the Street Financial Report Training Classes.

Thanks

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Mailings are available at the Local Systems Weekly Mailing web address -

http://www.dot.state.ia.us/local_systems/mailing/main_mailing.htm