



**Center for Local Government Technology
Assessor Training and Accreditation Program**

5202 N. Richmond Hill Dr
Stillwater, OK. 74078
Ph. 405-744-6049
Fx. 405 744-7268
eric.hayes@okstate.edu

RE: Class and Hotel Details

CLASS: Board of Equalization Training: March 14, 2019

LOCATION: Best Western Plus Hotel & Suites, 1102 NE 6th St, Guymon, OK, 73942

MAP: [Best Western Plus Guymon](#)

CLASS TIME:

There will one day of instruction and the course **will begin at 9 a.m. on Thursday, March 14th.** Class will be 9 a.m. to 4 p.m. Your attendance will be reported to the Oklahoma Tax Commission.

HOTEL INFORMATION:

For room reservations, you may call the Best Western Plus Hotel & Suites - Guymon at (580) 338-0800. The room rate is \$94.00 per night plus tax, single or double occupancy. If Tax-Exempt you must provide the hotel a copy of your Tax-Exempt letter. If paying with a Purchase Order you must fax it to the hotel at (580) 338-0801, and will be required to give a major credit card number to guarantee your reservation. No charges will be applied to your credit card unless you charge personal items to your room (movies, phone calls, etc.). Please ask for the Director of Sales if you have questions or problems.

If you plan to enroll in this class, we will see you in Guymon!

Sincerely,

Eric Hayes

Local Government Specialist