



NORMAN A. CANNADY, JR.

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MADISON ANNEX
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DIANE ODOM, CHIEF DEPUTY

January 4, 2017

To: Madison County Board of Supervisors
Shelton Vance, County Administrator/Comptroller

From: Norman A. Cannady Jr., Tax Assessor

Re: IAAO Course 300

John Anderson will be attending the IAAO Course 300, Fundamentals of Mass Appraisal, on February 13-17, 2017. Please issue the following checks to cover the cost of the class and accommodations:

\$470

LAA Seminar Fund
Assessors' Seminar Fund
501 Texas St., RM 102
Shreveport, LA 71101
ATTN: Kristin Gonzalez

\$498.50

Crown Plaza Executive Center
4728 Constitution Avenue
Baton Rouge, LA 70808
Telephone: (225)925-2244
Fax: (225)930-0140

Copies of IAAO course registration, hotel reservation and LDR lodging Sales/Use Tax Exemption Certificate are attached. Please include LDR Certificate with payment for hotel room.

A handwritten signature in black ink, reading "Norman A. Cannady Jr." in a cursive script.

Louisiana Assessors' Seminar Fund

Your registration is not complete until your check is received and processed.

[Print this page](#)**IAAO COURSE 300 - FUNDAMENTALS OF MASS APPRAISAL**

Date: 02 / 13 - 17, / 2017
Location: BATON ROUGE, LA; CROWNE PLAZA HOTEL EXECUTIVE CENTER

Registrant Information

Name: **John Anderson**
Parish/Company: Madison County, MS Tax Assessor
Position/Title: Deputy
Address: 117 Collbestone Dr
Madison, MS 39110
Phone: 601-856-7196
Email: janders@madison-co.com
Registration #: 003165
Course Tuition: \$470.00
I have the textbook(s) needed.: \$
Total: \$470

PLEASE SEND A COPY OF THIS PAGE ALONG WITH A CHECK MADE PAYABLE TO:

LAA SEMINAR FUND.
ASSESSORS' SEMINAR FUND
501 TEXAS ST., RM 102
SHREVEPORT, LA 71101
ATTN: KRISTIN GONZALEZ

[Return to Events List](#)



CROWNE PLAZA
EXECUTIVE CENTER BATON ROUGE

03-JAN-2017

JOHN ANDERSON
United States

Dear **JOHN ANDERSON**

Thank you for making your reservation at the CROWNE PLAZA BATON ROUGE. We have reserved the following accommodations for you:

Arrival Date	Departure Date	Nightly Rate	Room Type	NO OF ROOMS
02-12-17	02-17-17	99.70 USD	2 doubles, nonsmoking	1

Your Confirmation Number is 65657883, and you are guaranteed for late arrival.

The above room rate is per night and is subject to a 14% Room Occupancy Tax. If you wish to cancel your reservation, please do so prior to 6:00pm 24 hours prior to the day of your arrival to avoid cancellation charges. Please be informed that a recovery fee will be assessed on all early departures. Check in time is 4:00 P.M, and Check out time is 11:00 A.M. We are located just off Interstate 10 at College Drive, twelve miles from the Baton Rouge Metro Airport and only a one-hour drive from the New Orleans International Airport. Should you have any questions, please do not hesitate to call us at (225) 925-2244. We look forward to welcoming you to The CROWNE PLAZA BATON ROUGE.

Again, thank you for choosing the CROWNE PLAZA BATON ROUGE. We look forward to having you as our guest.

Best regards,

Reservations Office


**Governmental Employees Hotel Lodging
Sales/Use Tax Exemption Certificate**
Louisiana Revised Statute 47:301(8)(c)

This certificate is for use by employees of the United States government and the State of Louisiana and its political subdivisions. It is used to document employee eligibility for exemption from payment of state sales taxes on hotel lodging charges that are directly reimbursable by the government employer.

PLEASE PRINT OR TYPE.

Employee Name <i>John Anderson</i>		Hotel Folio or Reference Number <i>65657883</i>	
Employee Title <i>Deputy Assessor</i>		Government Agency Employer <i>Madison County Tax Assessor</i>	
Agency's Address <i>171 Cobblestone</i>		City <i>Madison</i>	State ZIP <i>MS 39110</i>
Agency's Telephone Number <i>601-856-1796</i>			

This certifies that the employee named above is an employee of the above named government agency and that the lodging charges incurred are necessitated by the employee's conduct of the official business of this government agency. The employee's lodging expenses are required to be accounted for to his government agency employer and are reimbursable by the government agency to the employee in the actual amount incurred. This government agency, therefore, claims exemption from the payment of state sales taxes on the lodging charges for the occupancy of the employee's hotel room.

Authorization

Employee Name <i>John Anderson</i>	Employee Title <i>Deputy Assessor</i>
Employee Signature <i>[Signature]</i>	Date (mm/dd/yyyy) <i>01/04/17</i>
Government Agency Representative (other than employee) <i>Norman A. Cannady, Jr.</i>	Government Agency Representative Title (other than employee) <i>Madison County Tax Assessor</i>
Government Agency Representative Signature <i>[Signature]</i>	Date (mm/dd/yyyy) <i>1/4/17</i>

Hotel Information

Hotel's Name <i>Crowne Plaza Executive Center</i>	Seller's Louisiana Sales Tax Registration Number (if applicable)
Dates of Employee's Stay (mm/dd/yyyy) <i>2-12-2017 thru 2-17-17</i>	

Note: This form is valid only for documenting eligibility for exemption from the payment of state sales tax on charges for room occupancy. The state sales tax must be paid on other taxable purchases from the hotel, including meals, laundry, dry cleaning, and vehicle parking. When this form bears the signature of only the employee, the form must be accompanied by a copy of the employee's written travel orders which states the dates and destination of the authorized travel. The hotel must retain this certificate and a photocopy of the travel orders to document the exemption. This form is not valid to document exemption from the payment of local room occupancy taxes.