

Property Tax Education Coalition, Inc.

P. O. Box 9822
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ptecadmin@gmail.com

Notification of Course or Workshop Offering and Request for Materials

CONTACT INFORMATION

Name of Approved Provider _____

Contact Name _____

Mailing Address _____

Phone _____ Email _____

Signature _____

COURSE INFORMATION

Course Name/# _____ Course Date _____

Course Location _____

Approved Instructor _____

COURSE/WORKSHOP MATERIALS

Please enclose payment for course materials. Check should be made payable to PTEC, Inc.
Provider is responsible for providing student with materials needed.

- PLEASE SEND MASTER SET OF MATERIALS FOR ABOVE COURSE OR WORKSHOP.**
Payment is enclosed. Course materials - Master Set.....\$50.00
- DO NOT SEND MASTER SET OF MATERIALS FOR ABOVE COURSE. WE HAVE
CURRENT MATERIAL.** (Please refer to PTEC website or Comptroller website for
course revision dates. It is your responsibility to make sure you have most current material)

Note: PTEC materials are copyrighted. Any unauthorized use of these materials is an infringement of that copyright. Payment of \$15.00 per student licensing fee is due no later than 30 days after last day of class. Penalty may be assessed on 31st day. If you include the exact date/time of your course offering, PTEC will add it to our on-line calendar.

OFFICE USE ONLY

Master Set of Materials

Roster

Date Received _____

Date Received _____

Amt _____

Amt _____

Materials Sent _____

Check# _____

Inv. # _____

Inv# _____