



## ***Transfer of Ownership: Administration & Implementation***

### **6 Hour Continuing Education Course**

---

The local assessor is responsible for the implementation and administration of the Transfer of Ownership statute. Assessors must understand the statute and chain of title to make accurate and consistent decisions. Assessors need to manage the documents and forms as well as process them in the CAMA system. This class will use the STC Transfer of Ownership guidelines and STC bulletins to cover what is and what is not a transfer of ownership. Best practices including data processing and managing documents/forms will be covered.

**DATE:** **Monday, September 14, 2026**

**TIME:** 9:00 a.m. – 4:00 p.m.  
Doors open at 8:45 a.m.  
Lunch provided with pizza, salad, breadsticks, and drink!

**INSTRUCTOR:** **Shila Kiander and Emily Selph**

**LOCATION:** Oakland County Executive Office Building  
East and West Rooms in the Conference Center  
2100 Pontiac Lake Rd  
Waterford Township, MI 48328

**COST:** **\$65 for Members**  
**\$75 for Non-Members**

#### **IMPORTANT NOTE: Class Materials**

**OCAA O will send all course materials via email prior to class. Please bring a copy to the course.**

Registration must be received by **Friday, September 4, 2026.**

<b>Name</b>	
<b>Unit of Government</b>	
<b>Position/Title</b>	
<b>Phone #</b>	
<b>Email Address</b>	
<b>Assessor Certificate Level</b>	
<b>Assessor Certificate Number</b>	

#### **RETURN REGISTRATION:**

**Mail registration forms and make checks payable to "OCAA O":**

**OCAA O**

**C/O Tyler Longmeyer**

Waterford Township; ATTN: Assessing

5200 Civic Center Drive

Waterford, MI 48329

**\*Registration and payment can also be made online at <https://ocaa o.com/events>**

Questions? Contact Faith Martin at [MartinF@oakgov.com](mailto:MartinF@oakgov.com) or Travis Johnson at [JohnsonTW@oakgov.com](mailto:JohnsonTW@oakgov.com)

*An association of public officials engaged in the assessment of property for taxation, organized for the purpose of improving standards and developing better techniques in assessment administration*