



-IMPORTANT NOTICE-



TO: **MUNICIPAL CLERKS, CLERK-TREASURERS, CLERK-ADMINISTRATORS, DEPUTY CLERKS, MANAGERS, HUMAN RESOURCE DIRECTORS/OFFICERS, ATTORNEYS, AND OTHER INTERESTED MUNICIPAL OFFICIALS**

FROM: Linda Alire-Naranjo, Program Development & Training Director

SUBJECT: **CERTIFICATION WORKSHOP – April 14-15, 2020**

DATE: March 3, 2020

To assist Clerks and Deputy Clerks in obtaining additional CMC and MMC certification hours/points, we are pleased that IIMC has approved a six (6) hour Ethics/Governmental Conduct Act & Sunshine Laws (IPRA & OMA) Certification Workshop. It will be offered on Tuesday afternoon, April 14th from 3:00 to 5:15 pm through Wednesday, April 15th from 8:00 am to 12:15 pm at the Albuquerque Marriott Uptown, 2101 Louisiana Blvd. NE.

The EARLY fee is \$75.00 through March 31st, and will increase to \$94.00 after March 31st. **If you decide to attend, make sure to register by March 31st at the lower fee.** Register online or fill out the registration form and send it to us.

For your convenience, this workshop will be offered the day before the start of the Clerks & Finance Officers Association (CFOA) Spring Meeting scheduled on April 15-17 also at the Albuquerque Marriott Uptown.

SPECIAL NOTE TO CLERKS: If you are genuinely interested, please plan your schedule to arrive an extra day early, on Tuesday, April 14th, to take advantage of the Certification Workshop.

HOTEL INFORMATION

The Albuquerque Marriott Uptown has offered us a special rate of \$96.00 plus tax, single or double occupancy. [Click here to book online](#) or reserve your room by calling the hotel directly at 505-881-6800 and **ask for the NM Municipal Clerks and Finance Officers Room Block**. **To ensure you obtain this special rate, you must make your reservation by the cut-off date of TUESDAY, MARCH 31st.** *We have a limited number of rooms blocked and reservations are on a first come first served basis therefore these rooms may sell out prior to 3/31.* Thereafter, rooms will be on an availability basis at the regular rate(s), (if the hotel is not sold out). **We recommend you make your room reservation ASAP.** *Cancellation Policy: 48 hours prior to arrival.*

Should you have any questions, contact me at 800-432-2036, ext. 513 or at lalire@nmml.org. Hope to see you in April.

IMPORTANT NOTE TO CLERKS: Feel free to invite any elected and appointed officials who may be interested in this workshop by sharing this information with them. These documents will be posted to the Web under [Events/Training](#).