

Colorado Government Finance Officers Association
Fast Track Class (formerly Metro Coalition Meeting)

VERY Basic Governmental Accounting

Date: Friday, February 26, 2010 Time: 8:30 AM - 12:30 PM - Montrose
Montrose County School District, Board Room
930 Colorado Ave. Montrose, CO 81401

Thursday, March 11, 2010 Time: 12:30 – 4:30 PM – Colorado Springs
City of Colorado Springs Administrative Offices, Suite 102
30 S. Nevada Ave. Colorado Springs, CO 80901

Someone retired. You are bright, intelligent, efficient, and organized. You are now assigned the role of being in charge of the financial information for your entity. Or your entity is so small; you just have to multi-task, because you do it all.

Sound familiar? This class is for you. This class will be a BASIC survival class to help you understand and prepare the accounting records for a governmental entity. Topics will include fund types, chart of accounts, bank reconciliations, budgets, fund balances, segregation of duties, journal entries and auditor expectations. This will be a very involved “hands-on” class that will leave you with a better understanding of basic governmental accounting and will prepare you to take the Beginning Public Sector Accounting Class.

Registration fee: _____ CGFOA Member - \$10.00 _____ Non-Member - \$20.00

Location: _____ Montrose, CO _____ Colorado Springs, CO

Attendee Name: _____

Title: _____ Entity Name: _____

Address: _____ City, St, Zip: _____

Phone: _____ Fax: _____

E-Mail: _____

Membership Status: Member of CGFOA _____ Non-member _____ Join Today _____ (submit add'l \$30.00)

A registration confirmation will be emailed to you which will contain more detailed information about the event—exact start and end times as well as location and address. Confirmations are sent after you register and about 1 week prior to the seminar. If you do not receive a faxed confirmation by 5 days prior to the event—you should assume you are not registered and call the office.

Check enclosed for: _____ or CC # _____ Exp. Date: ___/___ CVV: _____

Name on Credit Card: _____

Make checks payable to: **CGFOA** or fax credit card information to: 303-922-5295
and mail to: PO Box 19276
Denver, CO 80219