



February 25, 2016

To: Fremont County Conference Board Chairperson, Fremont County Assessor's Office,  
and Fremont County Auditor

### **Special Assessor Examination**

#### **Date**

The special examination will be held on Thursday, March 17, 2016 at 8:30 a.m.

#### **Location**

The examination will be located at: Fremont County Courthouse  
506 Filmore Street  
Sidney, Iowa 51652  
Lower Level Conference Room

#### **Notice of Examination and Press Release**

We have enclosed a Notice of Special Examination for Assessor and a copy of a press release. You should post a copy of the notice in the courthouse or city hall. Please make the press release available to your local news media.

#### **Application**

An application must be filed with our Department in order to take the examination. Applications should be made available by the assessor and auditor. The special exam application and study material can be found on our website at <https://tax.iowa.gov/assessor-deputy-assessor-exam>.

#### **Expenses**

The Fremont County Conference Board shall reimburse the Department for all expenses incurred in administering the examination. The expenses shall be paid from the assessment expense fund. A billing statement will be sent after the examination has been given.

#### **Questions**

If you have any questions contact Carmen Putzier at (515) 281-7836 or [Carmen.Putzier@iowa.gov](mailto:Carmen.Putzier@iowa.gov).

## **IOWA DEPARTMENT OF REVENUE**

### **NOTICE OF SPECIAL EXAMINATION FOR ASSESSOR**

The Director of Revenue of the State of Iowa has scheduled a Special Examination for the position of assessor at the location and times specified below.

**DATE:** Thursday, March 17, 2016

**LOCATION:** Fremont County Courthouse  
506 Filmore Street  
Sidney, Iowa 51652  
Lower Level Conference Room

**TIME:** 8:30 a.m.

**APPLICATIONS:** Applications may be obtained from the offices of the Fremont County Auditor or Assessor. Please complete and submit the Special Exam application. The special exam application and study material can be found on our website at <https://tax.iowa.gov/assessor-deputy-assessor-exam>.

**NOTE:** The Department of Revenue-Property Tax Division must receive applications at least 3 days prior to the date of the examination. Late applications will not be accepted. Applicants should verify that their application was received at least 3 days prior to the date of the examination.

#### **MAIL APPLICATIONS TO:**

Administrator  
Property Tax Division  
P.O. Box 10469  
Hoover State Office Building  
Des Moines, Iowa 50319

February 25, 2016  
IMMEDIATE RELEASE  
Contact: Carmen Putzier at  
(515) 281-7836

DATE SET FOR SPECIAL EXAM  
FOR FREMONT COUNTY ASSESSOR

A special examination for the position of city or county assessor has been scheduled for March, according to Courtney M. Kay-Decker, Director of the Iowa Department of Revenue. The examination will be held Thursday, March 17. The exam will be conducted at 8:30 a.m. in the Lower Level Conference Room of the Fremont County Courthouse.

Under Iowa law, a person wishing to become eligible for appointment as a city or county assessor must successfully complete an examination and be certified by the Director of the Department of Revenue. Local officials can appoint only those persons certified by the Director of Revenue.

Applications for the examination may be obtained from the offices of the Fremont County Assessor or Auditor, or from the Department of Revenue - Property Tax Division.

Director Kay-Decker said, "Our Property Tax Division must receive applications at least three days before the examination. I encourage interested persons to submit their applications as soon as possible."