

*Institute of Assessing Officers*  
*affiliated with the*  
*New York State Assessors' Association*



**COMMERCIAL & INDUSTRIAL VALUATION**

**DOUBLETREE BY HILTON SYRACUSE - EAST SYRACUSE, N.Y.**  
**FEBRUARY 4 – 8, 2019**  
*Enrollment is Limited.*

**ALL DATES, TUITION, LOCATION, AND HOTEL GUARANTEED**

**TUITION:** (check appropriate one)

- \$450.00 for members of the IAO  
 \$470.00 for members of the NYSAA  
 \$550.00 for non-members of the NYSAA

FULL PAYMENT or a completed ready-for-signature voucher must accompany this application.

PRINT, TYPE, OR ATTACH BUSINESS CARD:

NAME: First \_\_\_\_\_ Middle Initial \_\_\_\_\_ Last \_\_\_\_\_ Designation \_\_\_\_\_

Title \_\_\_\_\_ Municipality/Company \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

PHONE - Office: ( \_\_\_\_\_ ) \_\_\_\_\_ Home: ( \_\_\_\_\_ ) \_\_\_\_\_ Fax: ( \_\_\_\_\_ ) \_\_\_\_\_

E-mail Address \_\_\_\_\_

**NOTE:** This course has been approved by the NYS Office of Real Property Tax Services (ORPTS) for BASIC CERTIFICATION COURSE REQUIREMENTS FOR ASSESSORS & COUNTY DIRECTORS and for CONTINUING EDUCATION CREDIT. DOS APPRAISAL CREDIT is pending but not guaranteed.

**MAKE CHECKS PAYABLE AND RETURN TO: New York State Assessors' Association**

**NYSAA**  
**PO Box 5586**  
**Cortland, NY, 13045**  
**Phone: (315) 706-3424 FAX: (315) 410-5660**  
**Email: [admin@nyassessor.org](mailto:admin@nyassessor.org)**

**Commercial & Industrial Valuation**  
**February 4- 8, 2019**  
**Syracuse, NY**

**\$450.00 for members of the IAO**  
**\$470.00 for members of the NYSAA**  
**\$550.00 for non-members of the NYSAA**

**PAYMENT PROCEDURE**

A check for the total amount due or completed voucher, ready for signature, must accompany the application.

**APPLICATION**

The application should be filled out and mailed as soon as possible. A minimum of 15 students is required, and there is a maximum of 25 students in the classroom. Applications are accepted on a first come, first served basis. All applications are expected to be submitted by January 11, 2019. Member status as of October 1, 2018, will be used to determine the appropriate fee.

**CANCELLATIONS**

Applicants who cancel on or before December 31, 2018, will receive a full refund. After December 31, 2018, there will be a cancellation fee of \$75.00. No refunds after January 16, 2019 or for no shows.

**ON SITE REGISTRATION**

All students attending the course will be expected to register at the DoubleTree by Hilton Syracuse on Monday, February 4, 2019, between 8:00 and 9:00 a.m. The class will begin promptly at 9:00 a.m. Monday morning. Commuter registration will also occur on Monday morning from 8:00 a.m. to 9:00 a.m.

**HOUSING**

All housing accommodations are your responsibility. The course headquarters will be at the:

DoubleTree by Hilton Syracuse  
6301 State Route 298, East Syracuse, NY 13057  
Phone: (315) 432-0200  
Fax: (315) 433-1210

Make sure you mention you are with the NYS Assessors' Association to get the best rate. We have a government rate at the DoubleTree.

**MEALS**

A restaurant is available at the hotel; there are other fine restaurants near the hotel. Costs of meals are the responsibility of the student and are not included with tuition costs.

**IAO RECERTIFICATION AND ORPTS CONTINUING EDUCATION CREDITS**

One credit will be awarded for each classroom hour.

**DOS CONTINUING EDUCATION CREDITS**

Continuing education credit from the Department of State is pending.

**CONFIRMATION**

A confirmation letter will be e-mailed to all registrants by January 6, 2019.

**REIMBURSEMENT**

Eligible assessors and county directors who attend will receive basic/continuing education credit and reimbursement from ORPTS pursuant to their current rules and approval by the Department of Budget.

## ***Commercial & Industrial Valuation - Course Description***

This course is designed to provide a basic understanding and overview of the procedures and practices necessary to appraise commercial/industrial properties. Valuations of this type can be complex and challenging even for experienced appraisers. The session includes introductory and basic instruction on how to prepare and perform a commercial/industrial appraisal. It also identifies physical types of structures and discusses appropriate use of the three approaches to value: cost approach, income approach, and sales comparison approach. In our review of the ORPTS Building Classification System, we will discuss elements of comparison and typical purchasers to develop the most applicable approaches to value of each type. (This course is a requirement for county directors seeking basic certification from ORPTS and can be taken for basic certification by assessors).

### ***Instructor – John Zukowski, MAI, IAO, SRA***

John Zukowski, MAI, IAO, SRA is vice president of Emminger, Newton, Pigeon & Magyar Inc. of Buffalo, New York. John is the past president of the Buffalo Chapter of the Appraisal Institute. He has been actively employed in the real estate appraisal industry for over 20 years. John has taught numerous educational courses and seminars for various appraisal institutions for more than 10 years. He serves as a consultant to numerous government agencies and is a qualified expert witness in court litigation matters. John's interactive teaching style should enhance your learning experience. John is also qualified as a National AQB Certified USPAP Instructor for The Appraisal Foundation.