

January 20, 2010

Attention: Linear Stakeholders

Dear Stakeholder:

Re: Invitation to attend an information session on the linear property assessment process

The Linear Property Assessment Unit (LPAU) wishes to provide linear stakeholders with an opportunity to enhance their understanding of the current linear property assessment process. Therefore, we would like to invite you and your staff to attend one of our annual information sessions. Please see the table on the next page for the time and location that best fits your schedule.

We anticipate the following format for this year's session:

- changes to the Minister's Guidelines will be presented by the Regulated Assessment Policy Unit
- an overview of the 2009 linear property assessment (2010 tax year) will be provided by the LPAU
- workshops on the calculation process of the linear property assessment will follow the overview. The LPAU offers two concurrent workshops, one for well & pipe and one for utility properties (please provide your preference when registering).

During the session you will have an opportunity to meet the assessment advisor(s) and gain a better understanding of how current legislation and the linear property inventory are used to prepare the linear property assessment. We encourage questions throughout the presentation.

The number of seats per session is limited, so please register as soon as possible. To register, contact **Kathy Zupcic** of the Linear Property Assessment Unit

- by phone at 780-422-8399 (toll free at 310-0000), or
- by e-mail at Kathy.Zupcic@gov.ab.ca

Please provide Kathy with the following information:

- the attendee's name
- company or municipality name
- contact information (phone number or e-mail address)
- the session identifier (see table on page two)
- the workshop you wish to attend (well & pipe or utilities)

2010 Information Session Schedule

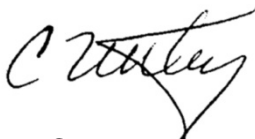
City	Session Identifier	Location/Address	Date	Time	Registration Deadline
Grande Prairie	A	Quality Hotel and Conf. Centre 11201 – 100 Avenue	February 9	9:00 a.m. – 12:15 p.m.	February 5
Edmonton	B	Room 18L, Commerce Place 10155 - 102 Street	February 11	9:00 a.m. – 12:00 p.m.	February 9
Edmonton	C	Room 18L, Commerce Place 10155 - 102 Street	February 11	1:00 – 4:00 p.m.	
Red Deer	D	Room 206 Red Deer Provincial Building 4920 51 Street	February 16	1:00 – 4:00 p.m.	February 11
Calgary	E	Media Room McDougall Centre 455 - 6 Street SW	February 17	9:00 a.m. – 12:00 p.m.	February 12
Calgary	F	Media Room McDougall Centre 455 - 6 Street SW	February 17	1:00 – 4:00 p.m.	
Calgary	G	Media Room McDougall Centre 455 - 6 Street SW	February 18	9:00 a.m. – 12:00 p.m.	February 12
Calgary	H	Media Room McDougall Centre 455 - 6 Street SW	February 18	1:00 – 4:00 p.m.	

Note: Due to security policies, only pre-registered guests will be allowed into the McDougall Centre.

Registration will close at the end of business on deadline dates listed above.

We look forward to welcoming you at one of these sessions.

Yours truly,



Ms. Christine Uttley, AMAA
Director
Linear Property Assessment Unit