



Treasurer's Workshop	<b>Independence, OH: June 19-21, 2023</b>	
Location	Spectrum Building (Where SMART-TD Headquarters is Located) 6060 Rockside Woods Blvd. N Independence, OH 44131 <b>Training Room: Classroom, Basement Level</b>	
Room Information	Embassy Suites Cleveland Rockside (Located north of SMART-TD Headquarters and 15 minutes from CLE airport.) 5800 Rockside Woods Blvd. N Independence, OH 44131 Corporate Room Rate: \$129/night+tax. Reserve your room using this link: <a href="https://www.hilton.com/en/book/reservation/deeplink/?ctyhocn=CLEINES&amp;corporateCode=0003121494">https://www.hilton.com/en/book/reservation/deeplink/?ctyhocn=CLEINES&amp;corporateCode=0003121494</a> Or call this number: 1-216-986-9900 and give this code: 0003121494	
Workshop Registration Deadline	<b>Monday, June 12, 2023; 12:00pm EST</b>	
Workshop Registration Link	<a href="https://forms.office.com/r/SRzJJC95j">https://forms.office.com/r/SRzJJC95j</a>	
Maximum Number	25	
General schedule	Each day will begin at 9am, break for lunch mid-day, and end around 6pm.	
To-do before attending:	<b>Upload your most current WinStabs data to TD Connect by Monday, June 12, 2023</b>	
What to bring:	<ul style="list-style-type: none"> <li>• Current WinStabs data</li> <li>• Laptop computer</li> <li>• last 6 months of meeting minutes and bills of allowance records for those meetings</li> <li>• LCA procedure records</li> <li>• Payroll schedules for each carrier you work with</li> <li>• Last 6 months of bank statements with check images</li> <li>• EFTPS payment history</li> <li>• State/Municipal tax information and records</li> </ul>	
What is provided by SMART	Classroom instruction, workshop materials, Local evaluation, and lunch days 1-3	
What is NOT provided by SMART	Lost time/salary, travel, hotel, meal & incidental expenses. These <i>may</i> be reimbursed by the local fund with proper local membership <b>pre-approval</b> .	