



## Town of West Seneca Assessor's Office

Kandace S. Wittmeyer, SCAA  
1250 Union Road  
West Seneca, New York 14224  
(716) 558-3210 Fax: (716) 674-4947  
Email: kwittmeyer@twnsy.org

August 29th, 2017

To: Honorable Town Board, Town of West Seneca

From: Kandace S. Wittmeyer, SCAA

Re: Out of Town Training

Dear Honorable Town Board Member:

I respectfully request your authorization for Erik Finbar to attend the annual meeting and training seminar through the New York State Assessor's Association at Lake Placid, New York, October 1<sup>st</sup> thru October 4th. I will also be attending this conference.

There are several courses offered that I feel Erik would benefit from as well as new significant law changes to learn about. The total cost should not exceed the amount available on the department training budget line.

Please feel free to contact me with any questions with respect to this request.

Thank you in advance.

Respectfully,

*Kandace S. Wittmeyer*

Kandace S. Wittmeyer, SCAA  
Assessor