



Government Finance Officers Association

GROUP  
INTERNET-BASED  
COURSE

# Disclosure Update

NEW!

August 1, 2018 | 2:00 pm to 4:00 pm (ET)

LEVEL: Update

CPE CREDITS: 2 (based on a 50-minute hour)

FIELD OF STUDY: Management Services

PREREQUISITE: Past experience working with and basic knowledge of disclosure requirements

## Instructors:

Please check [www.gfoa.org](http://www.gfoa.org) for a faculty listing of GFOA staff and/or practitioners as it becomes available.

## Who Will Benefit:

This training is intended to help governments understand their disclosure requirements under federal securities laws, as well as how to develop robust disclosure policies and procedures.

## Program Description:

Issuers of municipal securities have numerous disclosure responsibilities related to their bond transactions. This includes mandated filings of annual financial information and material event notices in the MSRB's EMMA system, and other types of voluntary disclosures. Industry experts will discuss these issues as well as recent SEC activities related to disclosure. A review of GFOA's best practices and the importance of developing and maintaining disclosure policies and procedures will also be addressed.

## Seminar Objectives:

Those who successfully complete this seminar should be able to:

- Understand the requirements related to primary market and continuing disclosure
- Develop new or review existing disclosure policies and procedures
- Learn about recent SEC activities related to disclosure
- Review GFOA best practices and disclosure and make voluntary disclosures
- Explore basic and advanced features of the MSRB's EMMA system to assist with making disclosure filings

To learn more or register for this event,  
visit [www.gfoa.org](http://www.gfoa.org).

For further study check out course recommended reading  
and other GFOA publications on the website.

## It's Easy to Participate

- GFOA's internet training is delivered to attendees via a secure website and audio conferencing service.

## Equipment Needed

- A computer with a web browser to view the presentation. If you have speakers for your computer, you will be able to listen to the training using them.
- If you do not have speakers for your computer, you will need a phone to listen to the presentation. (Speaker phone recommended, but not required.)

## How It Works

- Participants will receive an e-mail invitation containing a link with instructions at the beginning of the week the course will be taking place from the e-mail address **messenger@webex.com**. (Please add this e-mail address to your "allowed senders list.")
- Materials can be viewed on a secure internet site.
- Questions can be asked at any time during the course, and interactive exercises will test your mastery of the material.
- To join the event more quickly, you can set up Event Manager before the event starts. Go to: <https://gfoa.webex.com/gfoa/ecsetup.php?frommail=1>.

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## ▶ Please print or type (or register online at [www.gfoa.org](http://www.gfoa.org))

Check here if you are faxing this form or scanning and e-mailing this form to [training@gfoa.org](mailto:training@gfoa.org). Fax: 312-977-4806.  
**If faxing, do not mail the original.**

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**A copy of the confirmation will be sent as a PDF attachment via e-mail from [training@gfoa.org](mailto:training@gfoa.org). Please add this address to your allowed senders list.**

**CPE Credits:** GFOA is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be submitted to the National Registry of CPE Sponsors through its website: [www.nasbaregistry.org](http://www.nasbaregistry.org).



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 GFOA of the US & Canada | GFOA Members Group

## ▶ Registration Fees (Please Check One)

Member: \$85     Non-Member: \$160

Registration Fee \$ \_\_\_\_\_

Group Discount \$ \_\_\_\_\_

New member fee: Visit [www.gfoa.org](http://www.gfoa.org) \$ \_\_\_\_\_  
or call GFOA at 312-977-9700 for fee

Discount for paid new member (\$25) \$ \_\_\_\_\_

**REGISTRATION TOTAL \$ \_\_\_\_\_**

## ▶ Payment Information (Please Check One)

Fees must be paid in U.S. dollars by check, credit card, or purchase order.  
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GFOA Tax ID Number: 36-2167796

**Substitutions (government entities only):** A one-for-one substitution of a nonmember for an active member is allowed. If your organization has a current GFOA member on staff who is not participating in this training seminar, a nonmember may attend in his/her place at the member rate. You must provide the member number and/or name of the GFOA member on the registration form.

**Inquiries:** For information regarding administrative policies such as complaints and refunds, please contact GFOA at [training@gfoa.org](mailto:training@gfoa.org) or at 312-977-9700.



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