

CERTIFIED MUNICIPAL FINANCE OFFICER PROGRAM

STATEMENT DESIGNATING MUNICIPAL CHIEF FINANCE OFFICER

For most municipalities this will be the recorder, the city clerk, or the director of finance, but it can be any employee who has financial oversight responsibility.

City/Town _____

Finance Officer Name: _____

Title: _____

Length of employment with city: _____

Address: _____

City/Town: _____ Zip _____

Telephone number _____

Email address _____

Verification of Employment by Municipality

I certify that _____ is employed as a recorder, city clerk, director of finance, or other official or employee who has oversight responsibilities relative to the municipality's financial operations and has been employed for _____ years _____ months in a position with oversight responsibilities relative to the municipality's financial operations

Mayor's Name:			
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Signature:		Date:	
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Attested by:
City Recorder Name: _____

City Recorder Signature: _____

SEAL

Please mail to:
Municipal Technical Advisory Service
600 Henley Street, Suite 120
Knoxville Tennessee 37996-4105
Attention: CMFO Program