

# MCC FOUNDATIONS AND UPDATES SEMINAR

This series of small training classes covers the general operation of a municipal court and updates on legislative changes impacting municipal courts.

Specific topics include court docket preparation and maintenance, collection of litigation tax, submission of court action reports and record keeping requirements for municipal courts.

Participants including court clerks, assistant clerks, city recorders, city judges, and city attorneys will learn how to establish a records and financial processes that conforms to state laws and learn how to perform court clerk functions efficiently and effectively.

## Dates

September 23  
September 29  
September 30  
October 6  
October 7  
October 13  
October 14

## Locations

Nashville-Polk Avenue  
Cookeville  
Collegedale  
Knoxville  
Johnson City  
Jackson  
Bartlett

# MUNICIPAL COURT CLERK EDUCATION

## Program Information:

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## Municipal Courts

## Conference

**May 20 - 21**

\*Dates are all subject to change - always check the MTAS website



**Municipal Technical Advisory Service**  
INSTITUTE *for* PUBLIC SERVICE

<https://www.mtas.tennessee.edu/municipal-court-clerk-training>