

Certification Letter for Deputy Treasurer

Date

Mrs. Beth Bennett
Associate Director of Certification Programs
Weldon Cooper Center for Public Service
University of Virginia
PO Box 400206
Charlottesville VA 22904-42069

RE: Certification – Staff Name

Dear Mrs. Bennett:

Please accept this letter as my recommendation and support for Staff Name to receive the Certification for Master Governmental Deputy Treasurer Certification under the Career Development Program for Treasurers. Staff Name has taken and passed all of the required classes and has the points to certify in November 20____.

The fee for this certification was paid on (Date) in the amount of \$50.00.

Thank you for your assistance in this matter.

Sincerely,

Treasurer

c: Staff Person

Note:

Applications for certification, letter of recommendation, and fee must be received at the Weldon Cooper Center by December 1 to ensure adequate time for review by the Certification Review Committee. Point requirements must be met by November 15th.

If application, letter of recommendation, and fee are not received by December 1 they will not be reviewed.

Certification Program Handbook for Deputy Treasurers Revised April 2025 is on the TAV Website at

<https://www.vatreas.org>