## **Municipal Association of SC Publications**

# of Copies Publication					Municipai Officials	Others
Annexation Ha	Annexation Handbook					\$10
Explains the a	annexation procedures approved by	the General Asser	mbly			
Annual Report					FREE	FREE
Business Licensing Handbook  Working tool for the Interpretation and Administration of the business license ordinance.					\$10	\$10
Comprehensive Planning Guide  Explains in detail the legal issues involved in zoning and the latest changes to the Comprehensive Planning Act					\$15	\$15
Conducting Effective Meetings  Informative look at proper procedure for public meetings					\$10	\$10
Economic Incentives Toolkit (set of 5 toolkits)  Toolkit to show the available incentives to encourage downtown development					\$20	\$20
Election Handbook  Handbook for conducting municipal elections					\$10	\$10
Forms and Powers of Government  Guide outlining the three forms of government and the roles and responsibilities of the council and mayor					\$5	\$10
Handbook for Municipal Officials  General overview of local government operations for municipal officials					\$10	\$15
A History of Shared Voices, Shared Knowledge, Shared Solutions  The Municipal Association of SC 1930 - 2015					\$25	\$25
Incorporation Handbook  Explains the incorporation procedures approved by the General Assembly  Legislative Review  Recap of recent state legislation impacting local governments  Model Employee Handbook for SC Municipalities  A resource to help municipalities ensure they meet the technical requirements of state and federal employment  Municipal Officials and Legislative Directory  Pertinent information about all SC municipalities (i.e., population, address, telephone number and when council meets; names of local elected officials and employees who hold key positions; State House and Senate members by municipality.  Tips for Hometown Media Success  Raising Hometown Voices to a New Level of Influence					\$10	\$10
					FREE \$10 laws.	FREE \$10
					FREE	FREE
					FREE	FREE
						eletter reports on local government is e programs of member municipalitie Name: Mail Address:
Payment informatio	n					
First Name	Or. Last Name		Title	□ New		
Local government/business name Email address				ail address 🗆 New		
Address	funicipal □ Business	City	Stat	e	Zip	
Phone New Type: Municipal Business Mobile *Birth month/day *Las This combination of numbers is used as the officials' person services, simplify event registration and ensure proper recoprograms.						
☐ Pay with cash	☐ Pay with check/money order	Check #				
Check Payment:	Mail completed order form and ch Municipal Association of SC, PO I					
<ul><li>Publications:</li><li>Uptown Subscriptions</li></ul>	Order forms may be mailed, faxed :: Order forms may be mailed, faxed		•			