



Municipal Association of SC Publications

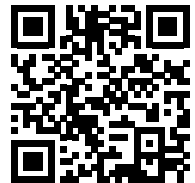
For the most recent version of the publications, visit www.masc.sc (keyword: publications).

# of Copies		Municipal Officials	Others
_____	Annexation Handbook <i>Explains the annexation procedures approved by the General Assembly</i>	\$10	\$10
_____	Annual Report	FREE	FREE
_____	Comprehensive Planning Guide <i>Explains in detail the legal issues involved in zoning and the latest changes to the Comprehensive Planning Act</i>	\$15	\$15
_____	Conducting Effective Meetings <i>Informative look at proper procedure for public meetings</i>	\$10	\$10
_____	Economic Incentives Toolkit (set of 5 toolkits) <i>Toolkit to show the available incentives to encourage downtown development</i>	\$20	\$20
_____	Forms and Powers of Government <i>Guide outlining the three forms of government and the roles and responsibilities of the council and mayor</i>	\$5	\$10
_____	Handbook for Municipal Officials <i>General overview of local government operations for municipal officials</i>	\$10	\$15
_____	A History of Shared Voices, Shared Knowledge, Shared Solutions <i>The Municipal Association of SC 1930 - 2015</i>	\$25	\$25
_____	Incorporation Handbook <i>Explains the incorporation procedures approved by the General Assembly</i>	\$10	\$10
_____	Legislative Report <i>Recap of recent state legislation impacting local governments</i>	FREE	FREE
_____	Municipal Officials and Legislative Directory	\$30	\$30
_____	Uptown <i>Monthly newsletter reports on local government issues, legislative concerns and innovative programs of member municipalities. No advertising accepted.</i>	FREE	FREE

Subscribe: Name: _____
Mail Address: _____

Available only as an online publication at www.masc.sc.

- **Business Licensing Handbook** *Working tool for the interpretation and administration of the business license ordinance.*
- **Election Handbook** *Handbook for conducting municipal elections*
- **Model Employee Handbook for SC Municipalities**
- **Tips for Hometown Media Success**



Scan for online
publications on
www.masc.sc

Payment information

First Name <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Dr.	Last Name	Title <input type="checkbox"/> New
Local government/business name		Email address <input type="checkbox"/> New
Address <input type="checkbox"/> New	Type: <input type="checkbox"/> Municipal <input type="checkbox"/> Business	City
		State
		ZIP
Phone <input type="checkbox"/> New	Type: <input type="checkbox"/> Municipal <input type="checkbox"/> Business <input type="checkbox"/> Mobile	

*Birth month/day

*Last 4 digits of SS#

This combination of numbers is used as the officials' personal identification number to access online services, simplify event registration and ensure proper recording of participation in Association training programs.

☐ Pay with cash ☐ Pay with check/money order Check # _____

- **Check Payment:** Mail completed order form and check made payable to the Municipal Association of SC to Municipal Association of SC, PO Box 12220, Columbia, SC 29211, ATTN: Publications.
- **Publications:** Order forms may be mailed, faxed or emailed to Dawn Dukes at ddukes@masc.sc.
- **Uptown Subscriptions:** Order forms may be mailed, faxed or emailed to Russell Cox at rcox@masc.sc.