



## 2009 BEST PRACTICE APPLICATION Land Records

This is an opportunity for NACRC members to receive special recognition in honor of their unique achievements and Best Practices in their respective fields. One of the best ways to advance our professional standards is by sharing information and developing practices that we can implement in our jurisdictions. Awards will be presented at the NACRC Annual Conference in Nashville, Tenn., July 23-27, 2009.

Entries must be received **by June 23, 2009**. Be sure to abide by the following guidelines when preparing your Best Practices submission:

- **Each Best Practice must be a reflection of a current level of service or program performed by your office.** (For example, something you implemented with technology which may have stream-lined your workflow, something your office has done to improve customer service, or your solution to staffing needs when volumes are high and then drop dramatically. These are just a few examples of what we are looking for. Preference will be given to practices accomplished in the last two calendar years. The Best Practice submission may not be for something you plan to implement in the future.)
- **Each office is limited to one submission.**
- **Submissions may consist of no more than five (5) pages, including any supplemental/support materials.**
- **Submissions must be electronically transmitted for distribution and retrieval by the evaluation committee.**
- **All questions seeking clarification need to be submitted by email to [info@nacrc.org](mailto:info@nacrc.org) by no later than June 16, 2008. Answers will be posted to the NACRC web site (<http://www.nacrc.org/members/businesspractices.asp>).**

Entries must be received by June 23, 2009 and submitted to:

Whitney Bertram  
NACRC Executive Director  
Email: [info@nacrc.org](mailto:info@nacrc.org)  
Fax: 919.459.2075

Please be sure to complete and paste the table below at the top of your submission

### 2009 Land Records Best Practice Application

|  |  |
|--|--|
| Name of submitter                              |  |
| Title of submitter                             |  |
| Office of submitter                            |  |
| Street Address                                 |  |
| City State Zip Code                            |  |
| Phone number of submitter                      |  |
| Email address of submitter                     |  |
| Person who would accept the award in Nashville |  |
| Phone number for award recipient               |  |
| Email address for award recipient              |  |

**Areas/Questions to cover in your submission**

1. Title of Best Practice
2. Background/history indicating why you implemented this Best Practice
3. The problem
4. The description of the solution/best practice
5. Objectives of the solution/best practice
6. Plan/timeframe for development and implementation
7. Benefits of the solution/best practice
8. Technology used
9. Cost of program
10. Results/success of program