



San Francisco

April 12-15, 2010

Come to San Francisco for IREM Education

In the *Property Operations II* track, you will complete your comprehensive training in property operations by covering financial calculations and analysis, property maintenance programs, and risk management. After completing both *Property Operations I* and *Property Operations II*, you'll have mastered the diverse disciplines involved in maximizing your property's potential.

Property Operations II Courses:

- "Property Maintenance and Risk Management" (MNT402) April 12-13
- "Investment Real Estate: Financial Tools" (FIN402) April 14-15

HP10BII Financial Calculator Required: The HP10BII financial calculator is required for the FIN402 course. Course materials illustrate keystrokes for this calculator only. Students taking this course are expected to have a working knowledge of the basic operations and functionality of the calculator. Students are encouraged to download the "HP10BII Financial Calculator Quick Reference Guide" from www.irem.org/pdfs/education/QuickReferenceGuide.pdf and review it prior to taking the course.

* *Applies credit toward CPM®, ARM®, ACoMT*

REGISTRATION: 8:00-8:30 A.M. COURSE: 8:30-5:00 PM

Registration:

Name _____

Company _____

Street address _____

City _____ State _____ ZIP _____

Telephone _____ Fax _____ Email _____

Courses: MNT402 April 12-13 FIN402 April 14-15



Payment Method:

- Check enclosed (payable to IREM SF)
 - Credit Card (please specify type)
 - Visa
 - MasterCard Amount:\$ _____
 - American Express
- Cardholder Name _____
- Card Number _____
- Expiration Date _____

Tuition

- IREM Member Discount (Select one)**
PREMIER MEMBER RATE--\$1,140 or \$570 per class
- CPM® Member CPM® Candidate
 - ARM® Member ARM® Applicant AMO Firm Employee
- CLASSIC MEMBER RATE--\$1,320 or \$660 per class**
- Academic Member Student Member
 - Associate Member
- NON-MEMBER RATE -- \$1,430 or \$715 per class**

Send this Form to:

1592 Union Street # 195 San Francisco, CA 94123
or fax to:415-243-8329 website: www.iremsf.org

Cancellation Policy

To cancel your registration in a classroom course, please notify the IREM course sponsor/registrar, by phone, mail, fax or e-mail.

- If you cancel 10 or more business days prior to the start of the course, you will receive a full refund of your registration fee.
- If you cancel less than 10 business days but a minimum of three business days prior to the start of the course, you may either receive a full refund (less a \$75 administrative fee) of your registration fee, or you may transfer to another course offered by another sponsor or via an alternative delivery method. The \$75 administrative fee is applied to each individual course cancelled. Transfer to another course or delivery method is only valid for us to 12 months from the date of cancellation- If you cancel within three business days of the course start or you are a no-show, your registration fee cannot be refunded, nor can you transfer your registration to another course.
- Only students who register for, attend, and completed an IREM course are eligible to receive the corresponding course materials.
- IREM may from time to time find it necessary to cancel a course. In such cases, your registration fee will be fully refunded. However, IREM assumes no liability for any expenses incurred other than the registration fee.

Course Site:

The Donatello Hotel on Union Square

501 Post Street SF 94102
415-441-7100

A limited number of rooms are available.
Mention IREM for a special rate.

