



E d u c a t i o n

**Begin relationship building
with property
management classroom
participants.**

Suppliers are important liaisons to the multifamily housing industry. The Certified Apartment Supplier (CAS) is a nationally recognized designation, created by the National Apartment Association Education Institute (NAAEI). This series was specifically designed as an opportunity for suppliers to hear the everyday challenges faced by the apartment manager customer.

The San Diego County Apartment Association offers this nationally recognized designation to apartment industry partners who want to advance their business relationships with their apartment manager customers.

**GET YOUR CAS
TODAY!**

To learn more about how you can earn your designation or to
register, visit: www.sdcaa.com

SDCAA Education Department | Phone 858.751.2209 | Fax 858.565.6708



PRE-REQUISITE

Supplier Success Course

The Supplier Success course is designed by the National Apartment Association Education Institute to offer an overview of the apartment industry and recommends ways that suppliers can maximize partnerships with apartment owners, management companies and association members.

CAS (CAM) REQUIRED COURSES

Management of Residential Issues

- Customer Service
- Occupancy Management
- Security
- Emergency Management
- Operations Technology
- Resident Relations

Fair Housing

- Fair Housing Laws
- People with Disabilities
- Advertising & Fair Housing
- Fair Housing Complaints
- Management Practices
- Government Housing

Risk Management

- Minimizing Risk to Residents
- Minimizing Risk to Staff
- Handling Emergencies
- Liability
- Insurance

Financial Management

- Investments
- Adding Value to Investments
- Financial Statements
- Budgets
- Property Evaluation

Who Should Attend?

- New Sales Personnel
- Veterans to the Industry

How to Obtain and Maintain the NAAEI Certified Apartment Supplier (CAS) Designation

To obtain a CAS designation you must:

- complete the Supplier Success course (pre-requisite)
- declaring your candidacy for CAS on the NAA website
- have worked as a supplier for at least 12 months
- successfully completed the required courses listed to the left
- meet all examination requirements within 24 months of declaring your candidacy for CAS

To maintain a CAS designation you must:

- pay annual renewal dues of \$100
- beginning your second renewal, report six Continuing Education Credits (CECs) earned during the preceding year

Programs may be taken as standalone courses or as a series to earn the industry designation.



Registration Form

CERTIFIED APARTMENT
SUPPLIER®

Please complete form and fax to 858.565.6708.

Registration Type

- Register me for the full CAM series of required courses.
- Register me only for the individual course(s) that are marked below.

- | | | |
|---|---------------|----------------|
| <input type="checkbox"/> Fair Housing | Nov. 10, 2016 | 1:00pm-5:00pm |
| <input type="checkbox"/> Financial Mgmt. | Nov. 11, 2016 | 8:00am-12:00pm |
| <input type="checkbox"/> Risk Management | Nov. 11, 2016 | 1:00pm-5:00pm |
| <input type="checkbox"/> Residential Issues | Nov. 12, 2016 | 8:00am-12:00pm |

*Times for modules may decrease due to lunch times.
 **Class dates are subject to change.

Registrant Information

Name: _____ Member No.: _____
 Company: _____ Attendee Address: _____
 City/State: _____ Zip: _____ Phone Number: _____
 Attendee E-mail: _____

Payment Information

I am paying For the Series Payment Plan Per Course

Payment by check, make payable to SDCAA (5675 Ruffin Road, Suite 310, San Diego, CA 92123)

Payment by credit card

American Express Discover Master Card Visa

CreditCard No.: _____ SecurityCode: _____

Name on Credit Card: _____ Expiration Date: _____

Cancellation Policy and Re-scheduling:
Cancellations only accepted in writing.

Series: Cancellations received 72 hours **prior to** the first course will result in a refund of the series price minus a \$75 cancellation fee and **materials cost** (if received). Cancellations received 72 hours **prior to** subsequent courses will result in a refund of series price minus a \$75 cancellation fee, materials cost (if received), and fee for courses attended. Cancellations received **within** 72 hours to any course will result in a refund of series price minus a \$75 cancellation fee, materials cost (if received), and fee for courses attended, and courses not cancelled in advance. **NO EXCEPTIONS!** **Individual courses:** All cancellations received **within** 72 hours of each course and all "noshows" are responsible for payment of the course fees. **Re-scheduling courses:** Students need to re-register in writing for any courses they were unable to attend. **This registration form is legally binding when signed below by the student and accepted by SDCAA.**

Signature _____ Date ____/____/____

Location

SDCAA
 5675 Ruffin Road, Suite 310
 San Diego, CA. 92123

Lunch Break:

12:00 pm -1:00 pm.
 *Lunch is not provided.

Cost:

(Materials Included)

Pre-requisite:

Supplier Success Course
 \$85 Members/ \$105 Non-Members

CAS Series Discount:

\$432 Members/ \$532 Non-Members
 \$250 due upon registration, balance due before attendance of first course.

Individual Courses:

Management of Residential Issues
 Member \$147 / Non-Member \$167

Fair Housing
 Member \$115 / Non-Member \$135

Financial Management
 Member \$115 / Non-Member \$135

Risk Management
 Member \$100 / Non-Member \$120

Courses can be taken stand alone or as part of the series.



E d u c a t i o n

SHOW YOUR CUSTOMERS YOU MEAN BUSINESS



The Supplier Success course is designed by the National Apartment Association Education Institute to offer an overview of the apartment industry and recommends ways that suppliers can maximize partnerships with apartment owners, management companies and association members.

Topics Include:

- How economic conditions impact the apartment industry
- Definition of various types of multifamily housing
- Impact of pricing and lease management on a property's financial performance
- Inner structure of the apartment associations
- Identifying financial decision-makers
- Review property and company organizational charts
- Review timing, resources, and daily operations of an on-site community
- Business resources to maximize selling opportunities
- Methods to position products/services based on goals of an apartment community
- And Much More...

This full-day program can be taken as a standalone course or as a prerequisite for the Certified Apartment Supplier (CAS) Designation.

When: October 19, 2016

Where: SDCAA Seminar Room
5675 Ruffin Road, Ste. 310,
San Diego, CA 92123

Time: 9:00-12:30

Cost: \$85 Members / \$105 Non-Members

Who should attend?

- New Sales Personnel
- Seasoned and Veterans Sales Personnel

To register or to learn more about earning your CAS designation, visit: www.sdcaa.com

*Cancellation Policy: Cancellations only accepted in writing. Refunds will be granted if received at least 72 hours prior to the seminar minus a \$25 cancellation fee. Fees are not refunded for cancellations received within 72 hours of the seminar, no shows, late arrivals, and early departures. NO EXCEPTIONS!