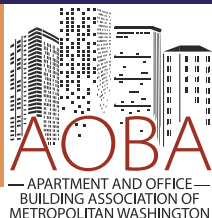


DESIGNATION PROGRAM



LAW AND RISK MANAGEMENT

This BOMI International course is required for the RPA® designation program.

Course Information

DATE: OCTOBER 22-24, 2018

TIME: 8:30 AM - 5 PM

LOCATION: AOBA Office | 1025 Connecticut Avenue, Suite 1005 | Washington, DC 20036

INSTRUCTOR: Glenn Hugo, RPA®, FMA®, CCIM; and Christopher Glaser | Director, Jackson & Campbell, P.C.

COURSE FEE:

Member: \$1,110 | Non-member: \$1,210

*Additional one-time \$225 enrollment fee for new students.

*First coursebook is included in the course fee.

EXAM FEE: Computer-Based Testing (CBT) is included in the course fee.

*BOMI International will send CBT information.

If you have not received this information one month after the start of class, contact BOMI International directly at 1.800.235.2664 or service@bomi.org.

DIRECTIONS: This course will be taught at the AOBA office. This location can be accessed from two Metro stations: Farragut West (orange and blue lines) and Farragut North (red line).

Course Overview

In today's complex business environment, it is increasingly important for property managers to know how to address legal and risk management issues. This course will provide you with a foundation in the basic principles of law and risk management, helping you deal with everyday legal and risk issues surrounding your business (contracts, torts, and property rights).

KEY TOPIC AREAS:

conveying & financing real estate • loss exposures
property interests • environmental law & concerns
employment relationships & agency • contracts
intro to risk management • premises liability
principles of insurance & insurable risk
insurance company operations • liability insurance
& employee benefit plans

Registration Guidelines

Registrations must be received at the AOBA office no later than **October 4, 2018**. Those received after this date are subject to a \$25 late fee.

If you decide for any reason not to take this course once you have registered, you must return the coursebook to the AOBA office. A \$25 processing fee will be imposed.

Note: A minimum of 15 students are needed to run each course. If AOBA cancels the course, a full refund will be issued.

All general inquiries can be made to Pascha Steward at AOBA • 202.296.3390, ext. 760.

Course Registration Form

First Name: _____ Middle Name: _____ Last Name: _____
BOMI ID# (if current student): _____ Company Name: _____
E-mail: _____ Mail correspondence/ grades to: ☐ Office ☐ Home

OFFICE ADDRESS	Please fill out BOTH addresses	HOME ADDRESS
Address: _____	Address: _____	Address: _____
City: _____	City: _____	City: _____
State: _____ Zip: _____	State: _____ Zip: _____	State: _____ Zip: _____
Phone: _____ Fax: _____	Phone: _____	Phone: _____

1 ENROLLMENT OPTIONS AND FEES

CURRENT STUDENTS:

A. I am enrolled in a BOMI International program(s): ☐ RPA® ☐ FMA® ☐ SMT/SMA® ☐ BOMI-HP®

B. I am a BOMI International designation holder who wants to enroll in another designation program (check one): ☐ RPA® ☐ FMA® ☐ SMT/SMA® ☐ BOMI-HP®

I agree to pay the \$100 enrollment fee. \$ _____

C. I am a BOMI International designation holder who wants to take a course for CPD credit. ☐

No additional enrollment fee required.

NEW STUDENTS:

A. I want to enroll in a BOMI International designation program (check all that apply):

☐ RPA® ☐ FMA® ☐ SMT/SMA® ☐ BOMI-HP®

I agree to pay the \$225 enrollment fee. \$ _____

B. I want to take an individual BOMI International course only.

I agree to pay the \$100 enrollment fee. \$ _____

*Your first course enrollment fee may be applied toward a designation enrollment fee.

C. I want to enroll in a BOMI International certificate program (check all that apply): ☐ PAC ☐ PMFP
☐ FMC ☐ SMC ☐ BEC **I agree to pay the \$100 enrollment fee.** \$ _____

2 COURSE REGISTRATION FEE

A. AOBA Member: \$1,110 \$ _____

B. Non-AOBA Member: \$1,210 \$ _____

3 PAYMENT METHOD

TOTAL AMOUNT DUE \$ _____

☐ Check - Payable to AOBA ☐ Purchase Order - Attach a copy of P.O.

☐ Credit Card (check one): ☐ Mastercard ☐ VISA ☐ AMEX

Name on Card: _____ Card Number: _____ Expiration Date: _____

Billing Address: _____ Security Code: _____

City: _____ State: _____ Zip: _____ Signature: _____

Checks should be made payable to AOBA and sent along with the registration form to the AOBA office.

Payments are due within 30 days of the invoice date. Any payments received after this date are subject to a 15% service charge, compounded every 30 days the invoice remains unpaid.