

**UPDATED
CURRICULUM!**

Invest in your career!

CAM 

**CERTIFIED APARTMENT
MANAGER®**

Presented by:



If you're a **community manager** or **experienced assistant manager** we recommend this course!



CERTIFIED APARTMENT MANAGER

Earning your CAM allows you to demonstrate that you have the knowledge and ability to manage an apartment community and achieve owners' investment goals.

You'll learn about:

- Occupancy rates
- Comprehensive marketing plans
- Sales team management and product readiness
- Equitable treatment of current and potential residents
- Resident retention and the maintenance of a positive company image
- Consistent and ongoing resident communication
- Positive resident service and issue resolution
- Enforcement of company policy in compliance with laws and regulations
- Property inspections
- Preventive maintenance programs
- Service request process
- Apartment turnover process
- Contractors and vendors
- Recruitment, hiring, orientation, and training of high-caliber employees
- Systematic employee evaluation
- Employment regulations and record keeping
- Analysis of the property's financial operations with corrective actions for underperformance
- Monitoring of property performance to achieve the owner's investment goals
- Accounting principles and practices
- Maximizing net operating income
- Reporting property performance honestly and accurately



Available in person!

**For more information, visit
naahq.org/CAM**

January 22-26, 2018 from 9am-5pm
Training will be held at Greater Baton Rouge Association of Realtors located at
14101 Perkins Road, Baton Rouge, LA 70810
For more information contact Kim McCrossen at kmccrossen@naahq.org



Registration Form

Certified Apartment Manager (CAM) Training

Sign me up for:

The CAM Credential

January 22-26, 2018

The price is \$825 for member and \$925 for non-members.

All courses will be held 9:00 a.m. to 5:00 p.m.

Greater Baton Rouge Association of Realtors:
14101 Perkins Road, Baton Rouge, LA 70810

NAAEI Refund Policy

Absolutely no refunds will be issued. If for any reason you cannot attend the course, you or your company may send someone in your place. If you choose to drop the class and cannot replace your seat, you may receive a credit towards another National Training course.

Name: _____

Company: _____

Address: _____

Phone: _____

E-mail: _____

Fax or email your completed form to Kim McCrossen at 703/248-8370 or kmccrossen@naahq.org

To pay by credit card please call Kim McCrossen at 703-797-0610.

Make checks payable to NAAEI and mail to:
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