



## Property Maintenance and Risk Management (MNT402)

For those with some site management experience, this two-day, intermediate-level course teaches you how to develop a first-rate property maintenance program and manage various types of risk. Learn the specifics of planning, implementing, and monitoring cost- and time-efficient property maintenance operations and boost your property's performance. In addition, this course will address risk-related topics such as insurance, life safety programs and emergency/disaster plans to help you create a risk management program that will help protect your property and its occupants.

### What you'll learn:

- Property risk analysis: Risk management techniques, types of insurance coverage, safety and emergency needs and preparations.
- Maintenance programs: Maintenance for key facility systems, preventive maintenance, maintenance policies and procedures.
- Maintenance projects: Contractor negotiations and contract fulfillment, capital improvements and replacements.
- Conservation and environmental hazards: Energy and water conservation strategies, environmental hazard procedures.

- CPM®     CPM® Candidate     Associate  
 ARM®     ARM® Candidate     ACM  
 Employee of an AMO® firm     Student/Faculty

### Payment Method

- Check or money order payable to IREM Houston  
 Visa     Mastercard     AMEX

Card Name \_\_\_\_\_ Exp. Date \_\_\_\_\_

Card Number \_\_\_\_\_

Signature \_\_\_\_\_



**Send this form to:**  
**IREM Houston Chapter No. 28**  
**5850 San Felipe, Suite 118**  
**Houston, TX 77057**  
**(713) 783-9225 Fax (713) 783-0283**

**March 10 & March 11, 2008**  
**Registration: 8:00 a.m.**  
**Course: 8:30 a.m. - 5:00 p.m.**

**Millineum Tower**  
**10375 Richmond Ave.**  
**1st Floor Training Room**  
**Houston, TX 77042**

### Registration Fees:

**Premier Rate: \$570**

(applies to CPM, CPM Candidates, ARM, Accredited Commercial Manager and AMO Members)

**Classic Rate: \$660**

(applies to Associate, Student and Academic Members)

**Nonmember Rate: \$715**

Local scholarship program application can be found at [www.iremhouston.org/education](http://www.iremhouston.org/education)

Provider 0192  
 Course 14-00-108-5291  
 14 hours MCE Credit

Name \_\_\_\_\_ Email \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

MNT402 Cancellation Policy: For a cancellation more than 10 business days prior to the course, student receives a full refund. If the cancellation occurs less than 10 days (but a minimum of three business days) prior to the course, a \$75 administration fee is imposed to either refund the tuition or transfer the student to another course. Cancellation within 72 hours, or if the student is a no-show, there is no refund or transfer provided. No exceptions can be made to the rules above.