



*“ My CPM credential guarantees to my potential clients or employer that I’m committed to my career, as I took the step to enhance my qualifications. Industry peers know how difficult it is to gain the designation.”*

— Susan Mazewski, CPM®  
BMS Management, Inc.

**Property Maintenance and Risk Management (MNT402)**

**March 5 - 6, 2012**  
**Registration: 8:00 a.m.**  
**Course: 8:30 a.m. - 5:00 p.m.**

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

**Registration Fees:**  
**Premier Rate: \$590**  
(applies to CPM, CPM Candidates, ARM, Accredited Commercial Manager and AMO Members)

**Classic Rate: \$680**  
(applies to Associate, Student and Academic Members)

**Nonmember Rate: \$735**  
Local scholarship program application can be found at [www.iremhouston.org/education](http://www.iremhouston.org/education)

Provider 0192  
Course 14-00-100-7430  
14 hours MCE Credit

Develop a first-rate property maintenance program and manage various types of risk by learning the specifics of planning, implementing and monitoring property maintenance operations.

**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: Energy and water conservation strategies, green building considerations

**How you’ll benefit:**

- Create and oversee top-of-the-line maintenance operations and anticipate potential risks
- Exceed client expectations with property maintenance processes that deliver optimum property performance
- Reduce capital expenses through maintenance programs that preserve real estate assets

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

Company \_\_\_\_\_

Address \_\_\_\_\_

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

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

- 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**

*Course 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 business 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 (3 business days), or if the student is a no-show, there is no refund or transfer provided. No exceptions can be made to the rules above.*

Register at [www.iremhouston.org](http://www.iremhouston.org) or send this form to:  
IREM Houston Chapter No. 28  
5851 San Felipe, Suite 235  
Houston, Texas 77057  
713.783.9225 Fax 713.783.0283  
[smichalk@iremhouston.org](mailto:smichalk@iremhouston.org)