



# Property Management— The Rules

## DATE

February 21, 2019  
1PM-4PM

## LOCATION

PRS Hangar  
4129 W. Milky Way  
Chandler, AZ 85226

## PRICE

NARPM members no charge  
\$35 Non-Members  
\$55 Non-Members at door  
Register by 2/17  
No refunds after 2/11  
*At door subject to availability;  
materials not guaranteed*

## INSTRUCTOR

Mike Mulvena

## CE

3 Disclosure  
CE Issued by AAR

Have you inadvertently become a Property Manager? Don't accidentally violate regulations. Know the Rules.

The Rules will familiarize you with:

- Elements of property management
- Roles and responsibilities of a property manager, and the required accountability to the client and Broker
- ADRE rules and processes
- Fair Housing laws and the Americans with Disabilities Act

The course will delve into:

- Fiduciary responsibilities (trust accounts disbursements, reconciliation of trust account, conversions, and rents collection)
- Risk management and loss prevention (record keeping, ADRE Rules, data theft, backing up and storing data, tenant and landlord record retention, and confidentiality)
- Broker responsibilities

## INSTRUCTOR



Mike Mulvena has over 27 years of real estate sales and property management experience. Mike is also a state licensed instructor of property management, code of ethics, licensing and renewal classes throughout the state of Arizona.

## CERTIFIED RESIDENTIAL PROPERTY MANAGER:

AAR's certification program is dedicated to property management and offers classes that you can use for your real estate license renewal. This program was designed to hone your knowledge and skills in topics that relate to your day to day business as a property manager. The curriculum was developed in concert with property management attorneys and longtime property management practitioners. To learn more, visit [www.aaronline.com/increase-knowledge](http://www.aaronline.com/increase-knowledge).

**REGISTER BY FEBRUARY 17**

[www.aaronline.com/event/e/CRPM02212019](http://www.aaronline.com/event/e/CRPM02212019)



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