



# Property Management– The Rules

March 18th  
1pm-4pm

## CE: 3 Disclosure

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
- 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 29 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.



Arizona REALTORS® presents this class through the DTM (Direct to Member) program. The classes are live streamed directly to you, in the comfort and safety of your home, in real-time with the instructor.



National Association of Residential Property Managers  
PHOENIX METRO CHAPTER

## Delivery Method

Via Zoom Direct to Member

CE

Issued by AAR

## Price

Complementary to NARPM  
Phoenix Chapter

Members ONLY

\$20 for Non-NARPM Phoenix  
Chapter Members thru 3/14

\$40 after 3/14/2021

No refunds after 3/8

## Link to register

*Only 50 seats available*

<https://www.aaronline.com/event/e/CRPM3182021>

## Designation Information

### CERTIFIED RESIDENTIAL PROPERTY MANAGER:

Arizona REALTORS® 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.

To learn more, visit [www.aaronline.com/increase-knowledge](http://www.aaronline.com/increase-knowledge).



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