



**CERTIFIED APARTMENT
SUPPLIER**

NATIONAL APARTMENT ASSOCIATION DESIGNATE CLASS FOR ASSOCIATE MEMBERS!

**Complete your Nationally Recognized
Certified Apartment Supplier Program thru IAA!**

The **Certified Apartment Supplier (CAS®)** course was developed by the National Apartment Association to provide vendor members with basic training in property management. Suppliers are important liaisons to the multifamily housing industry. This program is designed as an opportunity for suppliers to hear the everyday challenges faced by the apartment manager customer. The CAS program is ideal for new salespeople as well as

CAS CANDIDATE MUST HAVE:

- Worked in the apartment industry for at least 12 months
- Successfully complete the four required courses (which total 26 hours)
- Meet all examination requirements within 24 months of declaring your candidacy for CAS

CAS is offered in the spring and is the same curriculum as the CAM program

DESIGNATE BENEFITS:

- Listing as NAA designate
- Annual subscription to units Magazine
- Discounted prices for industry products
- Designation certificate, pin and wallet card

THE CERTIFIED APARTMENT SUPPLIER (CAS) REQUIRED COURSEWORK:

Management for Residential Issues

Tuesday, February 7, 9:00am – 3:30pm

Customer service, service requests, occupancy management, safety and security via crime prevention, emergency management, resident relations, releasing resident information, rules of entry, and more!

Fair Housing

Tuesday, March 13, 9:00am – 3:30pm

Laws, case studies, protected classes, ADA, advertising & fair housing, complaint process, management practices, compliance, resident screening, government housing, and more!

Risk Management

Tuesday, April 10, 9:00am – 3:30pm

Risks, hazards, crime prevention, resident education, safety, OSHA, lockout/tagout program, blood borne pathogens, exposure control, recordkeeping, emergency plans, minimizing risk, insurance, and more!

Financial Management

Tuesday, April 17, 9:00am – 3:30pm

Investment objectives, measuring performance, forms of ownership, loan terminology, adding value to investment, rent collection, controlling expenses, mathematics review, financial statements, budget preparation, extrapolation and annualization, property valuation, and more!

Programs may be taken as standalone seminars or in full to earn the industry designation.



Indiana Apartment
Association™

Partnering
With

**Apartment
guide**
Apartmentguide.com
THE PERFECT COMBINATION



2012 CAS REGISTRATION FORM

PRICE: \$450

Please register me for the CAS Program

NAME _____

COMPANY NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

EMAIL _____

AUTHORIZED BY _____

(SIGNATURE)

(PRINT NAME)

Check Enclosed

Bill Me Later

VISA/MasterCard/AMEX

Name on Card _____ Zip code _____

Card # _____ Exp. Date _____

Phone # _____

Upon receiving your designation, you will be required to submit 3 CEC's each year to NAA and pay a renewal fee of \$100.

TO REGISTER BY MAIL

Indiana Apartment Association
9100 Keystone Crossing, #725
Indianapolis, IN 46240

TO REGISTER BY FAX

(317) 816-8911
If using fax, please do not mail
your form

TO REGISTER ON OUR WEBSITE

www.iaaonline.net