

BME 1803

Broker Management Continuing Education

(12 Hour Course)

**Illinois REALTORS® Licensing & Training Center
Capital Area REALTORS®**

Presents the

**Broker Management
Continuing Education Course
BME-1803**

Only two courses will be offered in Springfield:

**November 2, 2016 (Wed) 9:00 a.m. - 4:00 p.m.
& November 3, 2016 (Thurs) 9:00 a.m. - 5:00 p.m.**



REALTOR®

**March 14, 2017 (Tues) 9:00 a.m. - 4:00 p.m.
& March 15, 2017 (Wed) 9:00 a.m. - 5:00 p.m.**

(Location: CAR - 3149 Robbins Road, Springfield, IL)

See Reverse Side for Registration!

The Managing Broker's primary responsibility is maintaining a functioning real estate office which includes training, supervising and responsibility for all licensees he or she sponsors. This course assists the Managing Broker in not only creating office policy but understanding what choices need to be made to ensure the licensees all know the license law and their responsibilities to the consumers.



3149 Robbins Road
Springfield, IL 62707
217.698.7000
Fax: 217.698.7009
www.SeeHouses.com

Course Registration

Broker Management CE Registration

Both Days: 9:00 a.m. - 5:00 p.m. (Lunch break from noon - 1:00 -- Lunch is not provided)

Complete and return to:

Capital Area REALTOR® 3149 Robbins Road Springfield, IL 62704

Phone: 217.698.7000 Fax 217.698.7009

Or Register Online at: <https://mdweb.mmsi2.com/caar/>

Name: _____ RE License #: _____

Firm: _____

Business Address: _____

City, State, Zip: _____

Office Phone: _____ Cell Phone: _____

Local Board of REALTORS®: _____ E-Mail: _____

CHECK PREFERRED DATES:

- November 2 & 3, 2016 — Kevin Botterbush, Instructor
- March 14 & 15, 2017 — Kerry Kidwell, Instructor

(Registration confirmations will be sent via email)

REGISTRATION FEE

- CAR Member \$159.00
- IAR Member \$169.00
- Non-Member \$179.00

TOTAL AMOUNT DUE: \$ _____

- Check (payable to Capital Area REALTORS®)
- Charge to: VISA MasterCard Discover

Number _____ Exp. _____

Signature Required _____

Important Notice: If you have any disabilities which require special accommodations, please identify those needs:

Registration Information

Registration confirmations will be sent via email. You will be notified if class is full. Registration begins one-half hour prior to class starting. Photo ID required. Late arrivals will not be admitted. Advance registration and payment is required.

Cancellation Policy: You may cancel your registration by providing twenty-four (24) hours advanced notice to the Association. If the required twenty-four notice is provided then you shall be allowed to apply your registration fee minus a \$25 processing fee to any C.E. course offered during the next twelve (12) months. **NO REFUNDS** will be granted. If the required twenty-four (24) hour notice is not provided, there shall be **NO CREDIT** granted. Any individual not providing the necessary twenty-four (24) hour notice will be billed for the course.