

PO Box 199
GLENSHAW PA
15116-0199



412-445-8357

WWW.PAHMA.ORG

INFO@PAHMA.ORG

March 13, 2015

Principles of Property Management/Ethics

Tuesday– May 19, 2015

DoubleTree by Hilton – Warrendale, PA

910 Sheraton Drive, Mars, PA 16046

formerly the Four Points Sheraton, Pittsburgh - North

The PAHMA Board of Directors announces a new training program for this year. A. J. Johnson, President of A. J. Johnson Consulting Services, Inc., has been engaged to provide this seminar on successful site management with an emphasis on ethics. Mr. Johnson is an expert in affordable housing programs and conducts numerous seminars each year. He has presented programs to several State Housing Finance Agencies and other organizations across the nation.

This seminar is designed for management agent staff and front line on-site staff managing affordable housing, and, it is eligible for seven (7) hours of Real Estate Continuing Education Credits. PAHMA is again working with the Academy of Real Estate Careers to provide accreditation for this seminar. There is an additional/separate fee of \$55 for continuing education credits; see the enclosed Enrollment Form.

Topics in this seven hour program will include:

- Management Principles
- Staffing
- Leasing Issues
- Marketing
- Public Relations
- Attracting Prospects
- Resident Relations
- Maintenance

PAHMA Members receive a discount of \$100 off the registration fee. Please complete the Registration Form and return it with your check. The registration fee must be paid prior to the workshop.

Registration is on a first come basis. The Early Bird registration fee is \$249 for each person attending. **PAHMA members pay only \$149 for each participant.** Please take a moment to be sure that your membership is active. Early Bird discount ends May 4th. Price increase of \$25.00 May 5th. Lunch and refreshments are included with the registration fee.

The seminar will begin with check-in at 8:00 a.m.; the speaker will begin promptly at 8:30 a.m. and end by 4:30 in the afternoon.

Cancellation Policy: No refunds will be given for cancellations received within seven days of the seminar or for registrants who fail to attend. **For overnight accommodations:** please contact the DoubleTree by Hilton directly at (724) 776-6900. Call by 5:00 p.m., Monday, April 27th, and mention PAHMA to receive a special room rate.

If you need additional information, please contact PAHMA at info@pahma.org or call (412) 445-8357.

Be sure to register early. Seating is limited and prices increase May 5th.

MEMBERS RECEIVE A \$100 DISCOUNT FOR EACH PARTICIPANT.

CANCELLATION POLICY:

NO REFUNDS WILL BE GIVEN FOR CANCELLATIONS WITHIN SEVEN DAYS OF THE EVENT
OR FOR REGISTRANTS WHO FAIL TO ATTEND.

SPECIAL NEEDS: PLEASE LET US KNOW IF YOU REQUIRE ANY SPECIAL ACCOMMODATIONS.

IN THE EVENT OF SPEAKER CANCELLATION: PAHMA RESERVES THE RIGHT TO SUBSTITUTE THE SPEAKER/TOPIC AND/OR RESCHEDULE THE TRAINING.

FOR MORE INFORMATION: CONTACT US AT [INFO@PAHMA.ORG](mailto:info@pahma.org) OR CALL 412-445-8357



PAHMA: Principles of Property Management/Ethics

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Company/Management Agent Name _____

Property Name _____

Street Address _____

City, State & ZIP Code _____

Telephone _____ E-Mail _____

Emergency Contact & Telephone _____

Please list the name of each Participant, E-mail Address, and Emergency Contact Number:
(please use the back of the form if needed)

	EARLY BIRD DISCOUNT THROUGH May 4th	PRICE INCREASE May 5th		
Participants:	PAHMA Members ___ x \$149	\$174 = \$ _____	TOTAL DUE	
	Non-Members ___ x \$249	\$274 = \$ _____	TOTAL DUE	

Registration is limited.

Payment must be received prior to the workshop.

MAIL YOUR REGISTRATION FORM and PAYMENT BY May 4th to guarantee Early-Bird Pricing
checks should be made payable to **PAHMA** and sent to: **PO Box 199, Glenshaw, PA 15116-0199**

contact info@pahma.org for assistance with credit card payments

REGISTER EARLY. SEATING IS LIMITED. PRICE INCREASE of \$25 May 5th.