



Educational Seminars for Real Estate Professionals



At the Institute of Real Estate Management (IREM®), we'll help you open new doors for yourself and your career. As the industry's provider of education and credentialing programs for more than 70 years, IREM® can serve as an expert guide along the path to career advancement.

As a real estate professional, you need a broad range of skills to manage your property operations successfully. Join us at one of the seminars below to enhance your professional knowledge and accelerate your career growth!

Date	Seminar	Times*	Location	Fee
March 17, 2010	HVAC & Energy Sustainability <i>Strategies for Property Managers To Save Energy & Money in HVAC</i>	9:00 a.m.—12:00 p.m. <i>Free Breakfast/Networking Hour 8:00 —9:00 a.m.</i>	SpringHill Suites 6350 Newtown Rd. Norfolk, VA 23502	\$60
April 22, 2010	Taxation & Real Estate <i>The Tax Assessment & Appeals Process In VA From a Legal Perspective</i>	1:00 p.m.—5:00 p.m. Half-Day Seminar Pending CE Credit in VA	Williamsburg Hospitality House 415 Richmond Rd. Williamsburg, VA 23185	\$65
May 17, 2010	Lease Administration <i>For Administrative, Accounting and Property Management Professionals</i>	9:00 a.m.—5:00 p.m. Full-Day Seminar	Shady Grove Plaza 15245 Shady Grove Rd. Rockville, MD 20850	\$170/\$215 <i>IREM Member/Non-member</i>
May 24, 2010	Power Presentations <i>Owning Your Fears...Presentation Skills that Work For Everyone</i>	9:00 a.m.—12:00 p.m. Half-Day Seminar Vienna, VA 22182	1300 N. 17th Street, #600 Arlington, VA, 22209	\$75
June 15, 2010	Blueprint Reading For Property Managers <i>Understanding What You See</i>	9:00 a.m.—12:00 p.m. Half-Day Seminar	Shady Grove Plaza 15245 Shady Grove Rd. Rockville, MD 20850	\$75
Sept. 10, 2010	The Business of BRAC <i>Base Realignment And Closure Learn About Opportunities in Your Area</i>	2:00 p.m.—4:00 p.m. Two Hour Seminar	Jordan Kitt's Music Center 1313 York Road Baltimore, MD 21093	\$50
Sept. 15, 2010	Power Hour <i>Step by Step Guide to Understanding Your Utility Bills in MD, DC & VA</i>	9:00 a.m.—12:00 p.m. Half-Day Seminar	750 9th St., #900 Washington, DC 20001	\$75
Oct. 6, 2010	Nuts & Bolts <i>An Overview of Building HVAC Systems For the Property Manager</i>	9:00 a.m.—12:00 p.m. Half-Day Seminar	750 9th St., #900 Washington, DC 20001	\$75
Oct. 15, 2010	Lease Administration <i>For Administrative, Accounting and Property Management Professionals</i>	9:00 a.m.—5:00 p.m. Full-Day Seminar	100 Light Street Baltimore, MD 21202	\$170/\$215 <i>IREM Member/Non-member</i>
Oct. 27, 2010	Commercial Real Estate Law <i>Learn About Major Lease Issues Impacting Property Managers</i>	11:30 a.m.—1:30 p.m. Two Hour Seminar Boxed Lunch Included	1300 N. 17th Street, #600 Arlington, VA 22209	\$75

***Please arrive 1/2 hour before start time for registration.**

