

## Class Dates

**9 AM-2 PM**

- **July 10**
- **Aug 7**
- **Sept 25**
- **Oct 23**
- **Nov 13**
- **Dec 11**

# 2024 Earn your CAM, Certified Apartment Manager Designation!

**Cost:** \$880, includes all materials,  
testing & lunch.  
Paid in full by June. 1, 2024.

Location: Front Porch Distillery  
7905 US-59 Nacogdoches, Tx 75964

Name: \_\_\_\_\_

Property: \_\_\_\_\_

Mobile: \_\_\_\_\_

Office: \_\_\_\_\_

Email: \_\_\_\_\_

## You will learn about:

- Occupancy rates
- Comprehensive marketing plans
- Sales team management and product readiness
- Equitable treatment of residents
- Resident retention and maintaining a positive company image
- Communicating with residents
- Customer Service and issue resolution
- Enforcing company policy and complying with laws and regulations
- Property inspections
- Preventative maintenance
- Service request management
- Apartment Turnover
- Working with contractors and suppliers
- Recruiting high-caliber employees
- Employee orientation, training, evaluation
- Employment regulations and record keeping
- Analyzing your property's financial operations
- Monitoring property performance
- Accounting principles and practices
- Maximizing net operating income
- Reporting property performance accurately



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