

RISK MANAGEMENT Confirmation Letters

COURSES

SDAR'S SOUTH COUNTY SERVICE CENTER

884 Eastlake Parkway, Suite 1629
Chula Vista, CA 91914



Instructor: JACQUELINE OLIVER

ESQ.

Jacqueline Oliver has been a licensed REALTOR® and educator for more than 30 years. She is an attorney-at-law and a member of the State Bars of California, Nevada, Arizona, and Hawaii. Oliver is a sought-after instructor in real estate law and risk management, as well as a Better Business Bureau certified arbitrator.

This Course Qualifies for Your



See Back Side

SINGLE SESSION

Thursday, April 24, 2014
9:00 am - 11:00 am



RMS ELECTIVE

Real estate professionals must treat all conversations as serious and relevant because certain conversations could later become a critical factor if a dispute arises. This class provides a hands-on experience to assist REALTORS® in preparing confirmation letters to supplement to the communications log which all professionals should maintain in each and every file.

TOPICS COVERED

- **WHO:** From agents, brokers, and managers to clients and staff
- **WHAT:** Creates written evidence of oral communications
- **WHEN:** As often as necessary
- **WHERE:** Conversations at the property, the office and by phone
- **WHY:** To avoid confusion and avoid "he said/she said" situations
- **HOW:** Customize the SDAR Confirmation Letter template

REGISTER: www.SDAR.com/education

CONTACT INFORMATION

NAME _____ PHONE () _____

ADDRESS _____ ☐ HOME ☐ OFFICE

CITY/STATE/ZIP _____ E-MAIL _____

PAYMENT INFORMATION

_____ \$ _____

☐ CHECK ☐ VISA ☐ M/C ☐ DISCOVER ☐ AMEX EXP. DATE AMOUNT

\$15
RMS Members

\$18
REALTOR® Plus

\$20
SDAR MEMBERS

\$25
ALL OTHERS

CLASS ID:
140424SK

MEMBER # _____



RETURN TO:

Greater San Diego Association of REALTORS®
4845 Ronson Court, San Diego, CA 92111
Education@sdar.com
Fax: (858) 715-8088 | Phone: (858) 715-8040



By signing, you are confirming that you have read, understand, and agree with our cancellation policy below.

Cancellation Policy: Reservations for programs requiring payment will not be processed until payment is received. If you must cancel your reservation, a full refund will be issued if cancellation is received, in writing, three (3) business days prior. SDAR reserves the right to cancel or reschedule any program. If cancellation occurs, SDAR will issue a full refund. In the event of rescheduling, SDAR will send immediate notification and transfer all reservations (including payments) to the new date.



SAVE ON CLASSES ALL YEAR LONG!

Benefit from a Flat Rate for Education

Agent Essentials

Kick-start your real estate career! This program is perfect for new and seasoned agents to sharpen their skills.

- Includes 5 agent classes (\$200 value)
- Learn the fundamentals of:
 - Business Planning & Goal Setting
 - Building a Successful Business Model
 - Real Estate Sales Techniques
 - Effective Communication
 - Escrow, Title and Lending

SDAR Members: \$150 Save \$50
Non Members: \$250 Save \$25

Continuing Education

Are you up for license renewal? Earn all of the continuing education (CE) units you need.

- Attend our Spring or Fall Extravaganza's (\$200 value)
-Earn 45 CE units in 5 days!
- Free featured monthly class (\$300 value)
- Includes 26 classes
- Earn up to 57 CE units

SDAR Members: \$250 Save \$250
Non Members: \$500 Save \$250

Risk Management Specialist

Consumers want fast, easy transactions and contracts can take time and get messy.

Protect yourself and your transactions by becoming a Risk Management Specialist.

- Includes 22 classes, such as:
 - Conquering Contracts
 - When in Doubt... Disclose, Disclose, Disclose!
 - 26 Ways to Avoid Lawsuits
- Earn up to 49 CE Units

SDAR Members: \$700 Save \$470
Non Members: \$1,000 Save \$605

Designations & Certifications

Earn any of the following designations or certifications:

- ABR- Accredited Buyer Representative
- CID- Certified Condominium Specialist
- MRP- Military Relocation Specialist
- SRES- Seniors Real Estate Specialist
- SRS- Seller Representative Specialist
- SFR- Short Sale & Foreclosure Resource
- Earn up to 52 CE units

SDAR Members: \$1,000 Save \$265
Non Members: \$1,300

☐ **Yes, sign me up for the Prepaid Professional Development Pass**

Choose Your Pass:

☐ **Agent Essentials**

☐ **Continuing Education**

☐ **Risk Management Specialist**

☐ **Designations & Certifications**

Name: _____ Member #: _____ Phone: _____

Address : _____ E-mail: _____

Payment Information: ☐ Visa ☐ MasterCard ☐ Discover ☐ AmEx ☐ Check # _____

Card#: _____ Exp: _____

Amount: _____ Signature: _____

Return to SDAR: 4845 Ronson Court, San Diego, CA 92111 • Email: Education@SDAR.com • Fax: 858 715-8090

Disclaimer: Not all classes qualify. Check with member services for class eligibility. Please note: some CE units are pending approval.