

# ESCROW COORDINATION SECRETS

## Transaction Management Secrets for the Real Estate Professional



**Agents, Transaction Coordinators & Assistants... will all benefit from this class!**

**O**utstanding agents and assistants do more than push paperwork. They lead, encourage teamwork, use efficient systems, and understand all areas of an escrow. Learn the tools you must have to efficiently manage escrows with more control and less hassle.

### PROFESSIONAL ADVANTAGE

- Create bulletproof systems that ensure each transaction is smooth & hassle-free
- Identify and prevent deal-killer issues

### TOPICS COVERED

- Locate the "meat and potatoes" of contracts, title, tax and termite reports
- The best time to remove contingencies
- Understand who the team is, and effectively participate in problem solving
- Create bulletproof systems that ensure each transaction is smooth and hassle free
- REO /short sale tips and tricks

## LOCATION

### KEARNY MESA SERVICE CENTER

#### Instructor:

Diana Turnbloom, Expert in Transaction Management, and Consultant for C.A.R.

**Thursday, May 9, 2013**

**Time:** 9:00 a.m. – 1:00 p.m.

**Check In:** 15 minutes prior to start

#### Location:

SDAR's KEARNY MESA SERVICE CENTER  
4845 Ronson Court, San Diego, CA 92111

#### Prices:

REALTOR® Plus Members ..... \$63.75  
SDAR REALTORS® ..... \$75  
All Others ..... \$99

**DRE Sponsor #: 4129**

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**YOU RECEIVE...** Outline of class discussion... Sample Terms Template... Custom Escrow Letters... Team Players Template... Custom Email Forms... Escrow Quick Look Sheet... Escrow Tracking Form

**REGISTER ONLINE AT [WWW.SDAR.COM](http://WWW.SDAR.COM)**

☐ **Yes, sign me up for Escrow Coordination Secrets**

☐ **Yes, I have read the Cancellation Policy. Initial** \_\_\_\_\_

Name: \_\_\_\_\_ Member #: \_\_\_\_\_ Phone: \_\_\_\_\_

☐ Home ☐ Office Address: \_\_\_\_\_ E-mail: \_\_\_\_\_

☐ Check ☐ Visa ☐ MasterCard ☐ Discover ☐ AmEx Card#: \_\_\_\_\_ Exp: \_\_\_\_\_

Amount: \_\_\_\_\_ Signature: \_\_\_\_\_

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