



Proposal

NY Association of Realty Managers

NYARM
 c/o Margie Russell
 60 West 66th Street #34 i
 New York, NY 10023

DATE
7/1/2017

Proposal For:
 2017 CERTIFICATION Sessions

Amount of Payment Enclosed \$ _____ by _____
 Credit Card or Check

Credit Card # _____

Signature _____ Exp. Date _____

OR (o Use credit card on file)



	Terms
CERTIFICATION	PROPOSAL

DESCRIPTION	QTY	RATE	AMOU...
<p>NYARM, offers a property management certification known as the 'NY Accredited Realty Manager' recognized by New York City & New York State. We serve property and building managers who are employed or experienced in the property management field. We are not a trade school that teaches entry level property management.</p> <p>The certification process is one of gathering knowledge in various disciplines identifying core areas of the job at hand. Following are the 7 disciplines and the core particulars: 1) ETHICS - Explores pertinent ethical issues and gives participants the blueprint they need to evaluate situations and make sound ethical decisions. 2) FUNDAMENTALS OF FINANCIAL MANAGEMENT - Learn to read and interpret monthly & annual balance sheets, financial reports for multifamily and commercial buildings. 3) THE LAW & THE COURTS - Contract Law for Construction & Services and Landlord & Tenant Law. 4) PEOPLE SKILLS - Tenant/ Owner & Occupant Relations and Managing & Supervising Employees. 5) LOCAL LAWS & ADMINISTRATIVE CODES - Building Envelope & Exterior Systems and Mechanical & Interior Systems. 6) MANAGING BUILDING SYSTEMS - Building Envelope & Exterior Systems and Mechanical & Interior Systems. 7) EXPENDITURE BUDGETING - Fixed Costs and Variable Costs understanding actual to budget comparisons.</p> <p>Certification credit is earned for work experience & education. Program length is adjusted & customized to the background and experience of the individual according to their previous accrued credit. The process could take 6 to 40 weeks. Some course work can be completed directly through NYARM & for certain subjects we refer the applicant to other organizations who specialize in a specific discipline. START by submitting a resume & education transcripts to determine the baseline experience & credits accrued. A formal application is \$150</p> <p>CUSTOMIZE YOUR CERTIFICATION PROCESS With Various Options • Seminars, Classes, Video study-at-home programs • Documented experience credit • Targeted learning that we recommend at other associations CALL MARGIE RUSSELL (212) 216- 0654 TO DETERMINE BEST PLAN Link to schedule of CLASSES & SEMINARS http://www.nyarm.com/NYARM_Upcoming_Events.pdf</p> <p>Each Individual Class for a NYARM MEMBER = \$ 70</p> <p>Each Individual Class for a NON MEMBER = \$170 The number of classes required depends on previous experience & accrued credit plus study at home programs.</p>	1	150.00	150.00
		70.00	70.00
		170.00	170.00

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