BOMA Baltimore’s Spring 2014 BOMI Class

The following BOMI course is being offered by BOMA Baltimore. Please complete the registration form below and mail or fax to BOMA/Baltimore by January 6, 2014 to take advantage of the early discount.

RPA/FMA – Asset Management – Semester Length Course (15 weeks)
Instructor: Tim O’Donald, RPA, CPM® – Harbor East Management Group, LLC
Dates: Thursdays - January 23 through May 1, 2014
Time: 4:30 p.m. – 6:30 p.m.
Location: Harbor East, Baltimore, MD 21202 – Exact Location TBA

Full Legal Name (must match driver’s license for testing center):________________________________________
BOMI Student #: _____________________________ ____________________________
Company: ______________________________________________________________________________________
Address: _______________________________________________________________________________________
Phone: ____________________________ Email: ___________________________________________________________

Fees: In addition to the course fee, an enrollment fee must be paid. Individuals working toward a designation should pay the $175 designation fee when enrolling in the first class. Thereafter, only the course fee is required. Individuals who are not working toward the designation must pay a $75 course enrollment fee for a class.

Course Fee: $850 on/before Jan 6, 2014 or $895 from Jan 7-23, 2014
Includes textbook, key concept study guide and testing fee.
* NOTE: If you are retaking this course within 2 years of your original class, please contact BOMA Baltimore for registration options.

Enrollment Fee: Designation Fee: $175 (paid one time only per designation) or Per Course Enrollment Fee: $75 (per course)

Please check payment information:
❑ Check to follow via mail payable to BOMA Baltimore
❑ Check enclosed - Payable to: BOMA Baltimore
❑ Please charge to credit card: VISA / MasterCard / AmEx
  CC#: _____________________________________________Exp: ___/___
  Signature: ___________________________________________ Total Amount: _______

* Students must take their exam through Computer-Based Testing with Pearson VUE. Students may register for their exam by calling Pearson VUE at 866-998-2664 or visiting www.pearsonvue.com/bomi/. The testing fee is included in the course fee. Students will have six months from the date of the first class to take the exam.

* BOMA Baltimore reserves the right to cancel a course if the registration minimum is not met. To ensure BOMA has the correct number of class participants, please register as soon as possible.

Cancellations - Cancellations must be made by January 6, 2014 and a $200 cancellation fee will apply. No refund is available for books that have been opened. Refunds will not be given after January 6, 2014.
Asset Management

(Appplies to RPA/FMA designation program)

Course Description: Today's property managers work hand-in-hand with asset managers and often serve as asset managers themselves. Expert education gives professionals the capability to build value in real estate assets, providing confidence to investors, owners, and building tenants. Make sense of your assets, discover the asset manager's role function and place in real estate and business, and master the ability to outperform competitors.

Key Topic Areas: asset planning • forms of real estate ownership • financial and environmental due diligence • financial audits • troubled assets • maximum market value • investment portfolio diversification • investment analysis software

Instructor: Tim O'Donald RPA, CPM® is President of Harbor East Management Group, LLC. Tim oversees all of the operating property functions including Property Management, Maintenance Engineering, and Accounting for Harbor East. He brings 18 years of experience in the management of Class A commercial office and urban/mixed use projects. Prior to joining Harbor East Management, Mr. O'Donald was General Manager and Director for Struever Bros. Eccles & Rouse. Tim holds the RPA and CPM designations and is a graduate of Kennesaw State University.

For more information on BOMA, please visit www.bomabaltimore.org.