



Professional Management Development Program (PMDP)

Course Information

Course : **M100 - The Essentials of Community Association Management**
 Date : Wednesday, 12th of October 2016 to Friday, 14th of October 2016 (2.5 days)
 Venue : Pecanwood Estate
 Closing date for enrolment: Friday, 30th of September 2016

Name: _____
 Surname: _____
 Profession: _____
 Association Name / Company: _____
 Cell No: _____
 E-Mail Address: _____
 City / Town: _____

Cost: **R 5 250** per delegate
(MINIMUM REQUIREMENT: MUST BE A MEMBER OF CAISA AND CAI)

Topics Include: Legal Basis for Community Associations, Rule Development & Enforcement, Budgets and Replacement Reserves, Collecting Assessments, Financial Statements, Audits, Income Taxes & Investments, Maintenance, Contracting, Risk Management & Insurance, Community Management, Board Meetings & Decision Making, Ethics, Course Conclusion.

Banking Details:	
Account Name:	CAISA
Bank:	ABSA Bank - Fourways
Branch Code:	632005
Account Number:	4081-431-709
Type of Account:	Cheque
Payment Reference:	CAISA M100

CAI Member No:	_____
CAISA Member No:	_____

THE M100 COURSE IS PROUDLY SPONSORED BY:

