



DIVISION OF OCCUPATIONAL LICENSING

Frank H. Murkowski, Governor

8 HOURS DESIGNATED CE FOR 2004-2006 LICENSING PERIOD

SALES:

PAPER TRAILS AND DOCUMENTATION - 4 HOURS

To include but not be limited to:

AGENCY
CONTRACTS AND LEASES
DISCLOSURES
ADDENDUMS
FINAL CLOSING FILE

CURRENT TRENDS - 4 HOURS

To include but not be limited to:

CASE LAW AND ETHICAL IMPLICATIONS
STATUTE AND REGULATION CHANGES
INDUSTRY TRENDS

COMMUNITY ASSOCIATION:

ETHICS OF REAL ESTATE DECISION MAKING - 3 HOURS

CASE LAW AND HISTORIES
COMPLAINTS ANALYSIS
FEDERAL GUIDELINES AND COMPLIANCE ISSUES

FINANCE & DOCUMENTS - 5 HOURS

LEGAL ISSUES
STATE LAW
FEDERAL LAW
RECORD KEEPING ACCOUNTING
OTHER
PHYSICAL (SITE) RESPONSIBILITIES
FIDUCIARY RESPONSIBILITIES
ASSOCIATION BOARD INTERACTION

COMMERCIAL SALES AND LEASING

ETHICS OF REAL ESTATE DECISION
MAKING 3 HOURS

CASE LAW AND HISTORIES
COMPLAINTS ANALYSIS
FEDERAL GUIDELINES AND COMPLIANCE
ISSUES

FINANCE 5 HOURS

COMMERCIAL SALES ANALYSIS
DETERMINING CASH FLOW
NET OPERATING COST
UNDERSTANDING TAX IMPLICATIONS
COMMERCIAL LEASE ANALYSIS
SALES VERSUS LEASING
DETERMINING CASH FLOW
UNDERSTANDING TAX IMPLICATIONS

PROPERTY MANAGEMENT:

ETHICS OF REAL ESTATE DECISION
MAKING 3 HOURS

CASE LAW AND HISTORIES
COMPLAINTS ANALYSIS
FEDERAL GUIDELINES AND COMPLIANCE

FINANCE & DOCUMENTS 5 HOURS

LEGAL ISSUES
STATE LAW
FEDERAL LAW
LANDLORD/TENANT LAW
RECORD KEEPING ACCOUNTING
OTHER
PHYSICAL (SITE) RESPONSIBILITIES
FIDUCIARY RESPONSIBILITIES