



**Appraisal
Institute®**

*Professionals Providing
Real Estate Solutions*

ESSENTIALS – WHAT EVERY APPRAISER SHOULD KNOW

**The Northern Ohio Chapter of the Appraisal Institute presents
“Essentials – What Every Appraiser Should Know” seminar – October 4, 2008**

DATES: October 4, 2008

TIME: Check in is 12:30 p.m. with class from 1:00 p.m. – 5:00 p.m.

LOCATION: Sheraton Independence Hotel, 5300 Rockside Road, Independence, Ohio 44131, phone number 216-750-0820. Guest rooms may be reserved at \$89 per night by mentioning the Appraisal Institute up to three weeks prior to the class. After this, rooms may be reserved at \$89 per night depending on availability.

About the Seminar: *The Essentials – What Every Appraiser Should Know* is a seminar developed from information received from numerous state appraiser licensing and certification agencies. The agencies provided information that is common mistakes made by the appraiser, common USPAP violations and other rules violations. *The Essentials* seminar was designed to keep appraisers out of trouble. All state agency websites were researched for common violations and other substantive issues. Furthermore, selected agencies such as Texas, California and Colorado (among others) were contacted and provided other helpful information on common problems.

INSTRUCTOR:

- Ted Whitmer, MAI, CRE, Attorney

ENROLLMENT: Enrollment is on a first-come, first-served basis. The Northern Ohio Chapter reserves the right to cancel this course if the minimum enrollment level is not reached.

SEMINAR CREDITS: This seminar is pending approval for 4 hours of continuing education in the State of Ohio in both appraisal and real estate.

ATTENDANCE: Attendance requirements mandated by the state of Ohio will be strictly enforced. Certificates will be issued to those in attendance for 90% of the course hours or better.

COURSE FEE: \$100.00 (includes afternoon break)
\$75.00 for AI members who register prior to September 25, 2008.

CANCELLATIONS/REFUNDS: a \$25.00 cancellation/refund fee will be applied to all requests for cancellation received within two weeks of the class. No refunds will be given for cancellations received less than one week prior to the start date of the course.

REGISTRATION: You may register online at www.aiohio.org, or print the application form and mail the form to the chapter with either a check or credit card information. A confirmation email will be sent out upon receipt of the registration. **Please register by September 30, 2008 to guarantee enrollment in the class.**

ENROLLMENT APPLICATION

Essentials – What Every Appraiser Should Know seminar—October 4, 2008

Name: _____ Designation: _____

Address: _____

City: _____ State: _____ Zip: _____ E-mail: _____

Phone: _____ Fax: _____ AI Member: _____ Yes _____ No

Appraisal License Number: _____ Real Estate License Number: _____

Circle all that apply: Certified General Certified Residential Licensed Residential
Registered Appraiser Assistant Real Estate Sales Person Real Estate Broker

Seminar/Course Title: _____ Date: _____

Amount Enclosed: _____

Or Charge Card Information:

Exact name on card: _____

Card Type (circle one) Visa MasterCard American Express

Card No: _____ Expiration Date: _____

If paying by check, please make check out to “Appraisal Institute”. Mail check along with this registration form to:
Appraisal Institute, Northern Ohio Chapter, P O Box 31665, Independence, OH 44131. If paying by credit card, either fax
to 216-274-9289 or mail to the above address.

PAYMENT DUE AT TIME OF REGISTRATION

DETAILS OF ALL COURSES & SEMINARS ARE ON OUR WEBSITE AT WWW.AIOHIO.ORG