



**Lunch Meeting
November 13, 2018**

**200 Metro Boulevard
340 Kingsland Ave
Nutley, NJ 07110**

All CPM Members, CPM Candidates, ARM, ACoM and Associate Members and Industry Partners of the Institute of Real Estate Management's New Jersey Chapter are invited to attend.

Tools for Your Property Management Tool Belt: Tips on Managing Large Construction Projects

**Presented by
Steve Lang, Vice President, The Falcon Group
Engineers, Architects & Reserve Specialists**

**Presented by
Tana Bucca, Esq., Shareholder, Stark & Stark,
A Professional Corporation; Attorneys-At-Law**

- Proper planning
- Using professionals (architects, engineers, attorneys etc)
- Creating a cohesive bid package
- Effective Communication
- Establishing a payment schedule

- Legal implications of large construction contracts
- Understanding specifications
- Implications of insurance coverage
- Indemnification and hold harmless requirements

11:30 AM -12:00 PM Registration
12:00 PM Lunch followed by presentation

Cost: \$45 IREM Members/\$55 Non-Members

IREM members include CPM Members, CPM Candidates, ARM Members, Associate Members, Employees of AMO Firms and Industry Partner Member Companies

Please detach and return this reservation slip with payment no later than Friday, Oct 19. If you cannot guarantee receipt of payment by the deadline, please call 856-303-0190 or fax 856-303-1899 to confirm your reservation. All confirmed reservations must be paid for whether you attend or not.

November 13, 2018 - Please make check payable to **IREM New Jersey Chapter**
Mail to: IREM NJ Chapter, P.O. Box 69, Riverton, NJ 08077-0069 – Fax to: 856-303-1899

Name _____
 Company _____
 Mailing Address _____
 Phone () _____ E-mail _____

Please indicate if you are a Non-Member or
 Member: CPM ARM CPM Candidate Associate Member AMO Employee Industry Partner Member

I would like to pay by VISA/MasterCard/Discover/American Express – CREDIT CARDS ACCEPTED ONLINE!

Name on Card: _____ Signature: _____
 Street Address on Card: _____ Zip Code: _____
 Card #: _____ Exp Date: _____ Security Code: _____