



National Apartment Leasing Professional Designate Program

NATIONAL APARTMENT LEASING PROFESSIONAL

New and Improved 2010 NALP Program

Take your career to the next level by becoming a National Apartment Leasing Professional (NALP) designate. TAA is now accepting 2010 NALP Scholarship Applications. The application is available online at the TAA website: www.triangleaptassn.org. Click on Education and scroll to TAA Scholarship to download.

NALP: Candidacy requirements include completion of the NALP Curriculum, successfully passing the online exam (score 70 or above), successfully complete three market surveys and make a comparison of those surveys in a verbal/written presentation and six months of apartment industry experience.

Dates: Thursdays

October 7, 14, 21, 28, 2010 • 9:00 a.m.- 5:00 p.m.

Thursday, November 4, 2010 • 9:00 a.m.- 1:00 p.m. • NALP Presentation

NALP Designation Course Fee

TAA Members: \$415

Non-Members: \$465

NALP Course Outline

- **Keys to Success in Leasing**
Job Responsibilities, Goal Setting, Career Prospects
- **Telephone Presentations**
Telephone Skills, Active Listening, Telephone Etiquette
- **Leasing and the Internet**
The Internet and the Prospective Resident
- **The Leasing Interviews**
First Impressions, Greeting and Conducting the Leasing Interview
- **Leasing Demonstration & Follow-Up**
Demonstrating, Closing, Resolving Objections
- **Rental Policies and Procedures**
Rental Policies and Procedures, Application and Verification Process, Lease Preparation and Signing, Move-in Process
- **Legal Aspects/Fair Housing**
Fair Housing Laws, Criminal Background Checks, Equal Credit Opportunity Act, Resident Safety Practices
- **The Market Survey**
Understand the Market Survey, Market Survey Presentation, Tips for Preparation and Presentation, Question and Answers

REGISTRATION FORM

Name: _____

Property: _____

Company: _____

Address: _____

City/State/Zip: _____

Telephone: _____

Fax: _____

Email: _____

Billing Party: _____

Billing Party Address: _____

Payment Options

- Please invoice me (Payment due by 10/07/10) TAA Members only
- Please invoice me the **2-month payment plan of \$207.50 (October & November)**
- Payment enclosed
- Credit Card Option:

Visa _____ MasterCard _____ American Express _____

In an effort to further protect our members' credit card information and in compliance with the standards set by the PCI Security Standards Council we can no longer accept credit card payment by mail, email or fax. To make a secured online payment, please visit the TAA Website at www.triangleaptassn.org or if you wish to pay with a credit card over the phone, please contact the TAA office at 919-782-1165 ext. 9.

Mail/Fax Payment To:

Triangle Apartment Association,
3739 National Drive, Ste 202, Raleigh, NC 27612
Ph: 919.782.1165 Fax: 919.782.1169

Registration deadline is **09/27/10**. **Cancellations must be in writing.** Cancellations received by August 31, 2010 will receive a full refund. Cancellations received by September 07, 2010 will receive a 75% refund. Cancellations received by September 14, 2010 will receive a 50% refund. Cancellations received by September 21, 2010 will receive a 25% refund. Cancellations received less than one week prior to seminar will not be entitled to any refund.

As you register for TAA courses and seminars, please keep in mind that all fees are due by the seminar date or first day of specific course.

I have read, understand and agree to the TAA Registration Policies:

Signature _____ Date _____