



Start Off With The Right Foundation

What is Foundations?

- A soup-to-nuts, 5-module, entry-level course, covering the fundamentals of commercial real estate administration, management, building systems, accounting and reporting, contract management, and more, with an optional 6th module on additional property types
- Classroom instruction from seasoned pros and guest speakers
- Small class sizes to facilitate learning, discussion, and team activities
- A complete package—instruction, peer networking, property tours, and a comprehensive course manual that is easy to read and understand and a valuable resource back on the job

For all experience levels, Foundations...

- Reinforces on-the-job training for **junior** and **assistant property managers**
- Provides “feet-on-the-ground” experience and exposure for **administrative assistants** and **students** considering a career in commercial real estate
- Offers a great refresher for **experienced professionals** — fills training gaps and provides important management and operations updates
- Supports **suppliers** and **building engineers** who benefit from understanding the basics of real estate management

Foundations — the right choice for your real estate firm...

- Eases the training burden by supplementing on-the-job and corporate training programs
- Offers the highest caliber training, covering everything from A to Z
- Prepares new and rising talent for more PM responsibilities and assignments
- Teaches employees best practices from experienced, seasoned professionals
- Delivers a curriculum that is regularly updated, ensuring the latest, most accurate information

5 Modules over 10 Friday mornings = A great Foundation in Real Estate Management



FEBRUARY 4, 2022 - APRIL 8, 2022
9:00 a.m. - 12:00 p.m. Every Friday
via zoom

Early Registration Fee: \$795 ends 1/19/22

Late Registration Fee: \$850 ends 1/31/22



For more information and to register, please visit www.bomasf.org.

Questions? Please contact Sylwia Preis at sylwiap@boma.com.