



CAGLE CARPENTER HAZLEWOOD

ATTORNEYS AT LAW



FREE Educational Training for Community Managers

Cagle Carpenter Hazlewood's Community Association Manager Training offers two separate series of classes specifically designed for various experience levels of community management. Unlike the courses offered by national organizations, our Community Association Manager Training series focuses exclusively on federal and Texas laws that govern Texas subdivision and condominium community associations.

Each training series consists of nine total hours of no-cost instruction broken down into six 90-minute classes offered once a month for six consecutive months. In addition, free refreshments will be provided to all attendees.

There is no required sequence to either series, so participants may start a series at any time.

Community Manager Boot Camp

The **Community Manager Boot Camp** is designed to provide newer community managers with a thorough understanding of the statutory laws and legal concepts that govern the management of community associations in Texas and it is generally recommended for managers with less than 3 years of experience.







Community Manager Boot Camp consists of the following six classes:

-  **Association-Governed Communities & Governing Documents** | *January & July*
-  **Board Meetings** | *February & August*
-  **Membership Meetings** | *March & September*
-  **Assessment Collection** | *April & October*
-  **Covenant Enforcement** | *May & November*
-  **Architectural Review** | *June & December*

Community Manager Advanced Training

The **Community Manager Advanced Training** is specifically designed for experienced community managers (*3+ years of experience or graduates of the Boot Camp*) and covers advanced legal concepts that are essential to the professional management of condominium and subdivision community associations in Texas.

Community Manager Advanced Training consists of the following six classes:

-  **Fair Housing** | *January & July*
-  **Insurance** | *February & August*
-  **Association Books & Records** | *March & September*
-  **Vendor Contracts** | *April & October*
-  **Transition of Control** | *May & November*
-  **HOA Litigation & Dispute Resolution** | *June & December*



Registration

To register for a class please visit: www.cchlaw.com. Registration for each class is limited based on the capacity of the classroom facility, which varies per location. Accordingly, please register for classes as early as possible to ensure availability.



Cost (hint: zero!)

Both Community Association Manager Training series are the same cost: ***ABSOLUTELY FREE!***



Dates, Times and Locations

One class from each series will be offered once each month in Austin, Dallas, and San Antonio. To get more information on the dates, times and location/address of the classroom facilities for each city, please go to our website: www.cchlaw.com.

For detailed course descriptions and registration information, please visit

877-336-0228 | www.cchlaw.com