



Charlotte Region Commercial  
Board of REALTORS®

# COMMERCIAL

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# CERTIFICATE PROGRAM

**CoreConcepts LEVEL 100 SERIES**

*Teaching the fundamentals of commercial real estate*

**January 22 - February 12, 2009**

***Today's commercial brokers face numerous challenges, not only in real estate but in the economy as a whole. Our business climate continues to change and evolve, but the foundation from which success is built upon - knowledge and experience - remains a constant.***

***The Commercial Certificate Program CoreConcepts Series tailors the vast experience of our industry-leading faculty into practical knowledge that students can apply to all segments of commercial real estate: office, industrial, retail, investment, and more.***

Charlotte Region Commercial Board of REALTORS®

# COMMERCIAL CERTIFICATE PROGRAM

## CoreConcepts LEVEL 100 SERIES

January 22 - February 12, 2009 • Location: Charlotte Regional REALTOR® Association, Classroom 315, 1201 Greenwood Cliff, Charlotte, NC 28204

The Commercial Certificate Program (CCP) is designed to bring together a faculty of industry leaders and top producers to teach the fundamentals of commercial real estate. Eight courses are offered over four weeks, two courses per day, one full day per week, allowing students to concurrently tend to business while learning. A certificate of completion is awarded to students who attend seven or more classes.

There are numerous educational opportunities for a commercial real estate practitioner once they get started in their career - CCIM, CRE, IREM, RLI, SIOR, and more. These designation programs and educational opportunities generally assume the practitioner has a sound base in the field. CRCBR's Commercial Certificate Program will provide that much needed base.



# FACULTY



**ANDREW N. JENKINS, MANAGING PARTNER**  
KARNES RESEARCH COMPANY

Andrew Jenkins is responsible for the commercial real estate analysis work performed by the firm. In addition to his quarterly analysis of commercial properties in a variety of cities around North Carolina, Andrew also provides semi-annual analysis on the Raleigh-Durham apartment market. Andrew is a contributing writer to both the Charlotte Business Journal's *Real Estate and Leasing Report* and *Commercial Real Estate Today*.



**CINDY CHANDLER, CRE, CCIM**  
THE CHANDLER GROUP

Cindy has been in real estate for over 30 years. Her consulting practice includes strategic planning, national training and many aspects of commercial real estate. She was the 2006 NCAR President, vice chair of the Charlotte Mecklenburg Planning Commission, past chair of RCA-NCAR, and is active on the national level.



**DEBBIE CURRIER, PRESIDENT**  
CURRIER PROPERTIES, INC.

Currier Properties is a commercial real estate brokerage firm specializing in retail property leasing, management, development and new site location. Debbie's client list includes Circuit City, CarMax, Blockbuster Video, Kinko's, Food Lion, and Target. She also served on the Charlotte Zoning Board of Adjustment for six years.



**HAL KEMPSON, VICE PRESIDENT**  
L.J. MELODY & COMPANY

Hal has extensive experience in origination, structuring, placement, closing, and servicing of commercial real estate debt for life insurance companies, pension funds, banks, agencies, and Wall Street sources. He has been involved in the commercial real estate industry since 1996.



**GARTH DUNKLIN, JD, CCIM,**  
WISHART NORRIS HENNINGER & PITTMAN, PA

As an attorney, Garth's practice focuses on all aspects of real estate. He is active with the North Carolina Association of REALTORS® and served on the REALTORS® Commercial Alliance Board of Governors from 1997-2006. He also served on North Carolina's CCIM's Board of Directors. Garth chairs the RCA Forms Committee which publishes the commercial series of forms and authored the "Commercial Real Estate" chapter of the *North Carolina Real Estate Manual*.



**JIM TEAT, LAND BROKER**  
JIM TEAT LAND SALES

Jim's land brokerage experience includes sites for 12 schools, subdivisions, apartments, major business parks, planned communities, 3 churches, corporate headquarters, 4 county parks, shopping centers, and much more. His popular Land Sales class has been attended by industry professionals from over 300 local firms.



**JON MORRIS, PARTNER, DIRECTOR OF INDUSTRIAL DIVISION**  
BEACON PARTNERS

Jon Morris has leased warehouse and flex properties for Beacon since January of 1995, currently directing the company's leasing and development effort for its 2,500,000 SF warehouse portfolio. During his tenure with Beacon he has worked on the leasing, construction management, property management, asset management and development of flex and warehouse facilities.



**PETER B. PAPPAS, PRESIDENT - RETAIL DIVISION**  
CROSLAND RETAIL

As President, Peter Pappas is responsible for strategic direction of targeted markets and preferred types of retail projects, and management of overall development activities across six states. He is passionate about the desired mix of retailers and restaurants which results in sustainable placemaking.



**C. ROBERT (BOB) PERCIVAL, SIOR, CPM®, PRESIDENT & CEO**  
PERCIVAL MCGUIRE COMMERCIAL REAL ESTATE

With 25+ years of industry experience, Bob has represented and advised numerous Fortune 500 firms in the areas of office and industrial real estate. He teaches SIOR courses on the national level and has been a consistent market leader in the Charlotte region.



**RYAN PRESTON, DIRECTOR OF LEASING**  
CROSLAND RETAIL

As Director of Leasing of the Retail Division of Crosland, Ryan Preston is responsible for managing the Leasing Team and overseeing all leasing activity and out parcel disposition throughout the Southeast. His scope of responsibility also includes junior anchor leasing assignments for select projects.

# COURSE SCHEDULE & DESCRIPTIONS

## THURSDAY, JANUARY 22, 2009

- **8:30am - 12:30pm -- Fundamentals of Commercial Real Estate** (CE Approved)  
Instructor: Cindy Chandler, CRE, CCIM, The Chandler Group  
Who are the players? What are the components of a commercial development? Where can one find the numbers to determine value? What do all those “buzz words” mean? This course takes you from basics to advanced topics in order to acquaint you with the different elements of investment real estate.
- **2:00pm - 6:00pm -- Retail**  
Instructors: Peter B. Pappas, Crosland Retail; Debbie Currier, Currier Properties, Inc.; and Ryan Preston, Crosland Retail  
What do retail stores and restaurants look for in a location? How does it differ from a conventional center to a mixed or multi-use project? Where do you find these stores and restaurants? What is important to them and what is a deal breaker? Learn the secrets of successful retail leasing and development, including mixed-use projects, from an experienced panel of experts.

## THURSDAY, JANUARY 29, 2009

- **8:30am - 12:30pm -- Industrial Real Estate** (CE Approved)  
Instructor: Jon Morris, Beacon Partners  
This class takes the participant through the development process for a warehouse facility. It starts with “Where tenants come from”, and goes into an interactive discussion regarding land acquisition, a brief finance overview, construction and lease-up, and concludes with disposition strategies.
- **2:00pm - 6:00pm -- Financing Commercial Real Estate**  
Instructor: Hal Kempson, L.J. Melody & Company  
With the economic malaise continuing, how are commercial properties valued and financed? What has caused the commercial real estate financing market to seize up and how can deals be financed in the current environment? These topics and more will be covered in this class.

## THURSDAY, FEBRUARY 5, 2009

- **8:30am - 12:30pm -- The RCA-NCAR Commercial Forms** (CE Approved)  
Instructor: Garth Dunklin, JD, CCIM, Wishart Norris Henninger & Pittman, PA  
Learn about Commission Rules governing agency agreements and contracts as well as contract basics for commercial transactions, including listing and rep agreements, protection agreements, and sales contracts. The RCA-NCAR commercial forms are reviewed so the agent will know which forms are available and how to use each.
- **2:00pm - 6:00pm -- Fundamentals of Market Analysis**  
Instructor: Andrew Jenkins, Managing Partner, Karnes Research Company  
Supply and demand are basic fundamentals in economics, but how do they work in commercial real estate? This course will cover the sources of demand specific to commercial real estate, approaches to surveying current and future supply and the impacts on commercial projects. In addition, we will review the various resources needed for analyzing commercial real estate projects including demographics, housing data, commercial real estate data and more.

## THURSDAY, FEBRUARY 12, 2009

- **8:30am - 12:30pm -- Office**  
Instructor: C. Robert (Bob) Percival, SIOR, CPM®, Percival McGuire Commercial Real Estate  
Learn what is important to an office tenant and to the office building owner! Certain terms in a lease (or those left out) can make the difference between a home run and a strike out. This session goes from the basics to what every office broker needs to know. Don't miss this!
- **2:00pm - 6:00pm -- Land Sales** (CE Approved)  
Instructor: Jim Teat, Jim Teat Land Sales  
Using case studies from the Charlotte area, learn how to assess, compare, assemble and sell land. We will also identify the best way to find land locations and how to eliminate the ones with serious physical and legal constraints. Learn how professionals list and market land and how to negotiate ethically and effectively.

## GENERAL INFORMATION

All materials are included in the registration fee. All CoreConcepts Level 100 Series courses will be held at the Charlotte Regional Realtor® Association, Classroom 315, 1201 Greenwood Cliff, Charlotte, NC 28204.

**Attendance Policy:** A certificate of completion is awarded to students who attend seven or more classes. Continuing education classes require attendance for the entire four hours in order to receive credit. No partial credit will be given. *Non-members who join CRCBR within 90 days of completing the program will receive \$100 credit towards the membership initiation fee.*

### Registration Fees:

**8 Courses:** \$750 CRCBR Members  
\$850 Non-members  
**1 Course:** \$110 CRCBR Members  
\$135 Non-members

**Referral Partnership Program:** CRCBR has a Referral Partnership Program with several participating boards within NC and SC. Members of participating boards are entitled to register at the CRCBR member rate. If you are referred by one of the participating boards, you **MUST** list your local board in the space provided on the registration form.

**Refund Policy:** Refunds will be provided at the individual class fee of \$110 per member and \$135 per non-member. CRCBR must be notified in writing, three (3) business days prior to the class. If the cancellation/reschedule is within the three (3) business days, a \$25 administrative fee will be charged. If you have questions, call the CRCBR office at 704-377-8982.

**Transfers:** Classes are transferable only to other courses in this series.

**Cancellations:** All class cancellations must be received in writing at the CRCBR office by 12:00 pm the day before the class. If you are unable to attend a class you are registered for, you may cancel your registration. There is no fee for cancellations made 3 or more business days prior to the class date. Cancellations made 1-3 business days prior to the class will be charged a \$25 cancellation fee. Cancellations received after 12:00 pm the day before the class will forfeit the registration fee and course materials. CRCBR reserves the right to cancel any course if we do not have a minimum number of students registered. If CRCBR cancels a class, we will inform all registrants.

**No-Shows:** If you are registered for a class and you do not attend or cancel/transfer before hand, you forfeit your registration fee and class materials. To avoid being a "no-show" please contact the CRCBR office with any transfers or cancellations before the day of the class.

If you are unable to attend a class due to personal illness, injury or other extenuating circumstances, please contact the CRCBR office at 704-377-8982; email [info@crcbr.org](mailto:info@crcbr.org).

**Inclement Weather Policy:** In case of inclement weather, CRCBR will follow Charlotte Mecklenburg's school closing guidelines. If the school system is closed, classes will not be held. Go to [www.cms.k12.nc.us](http://www.cms.k12.nc.us) to find out up-to-date school closing information. You may also call CRCBR's offices at 704-377-8982 x102 for an official cancellation notice. CRCBR will reschedule courses in case of inclement weather.

# REGISTRATION FORM

## Registration Fees:

### 8 Courses:

\$750 CRCBR Members

\$850 Non-members

### 1 Course:

\$110 CRCBR Members

\$135 Non-members

## Please indicate which course(s) you wish to take:

- Fundamentals of Commercial Real Estate** (CE Approved) - January 22, 2009 (AM)
- Retail** - January 22, 2009 (PM)
- Industrial Real Estate** (CE Approved) - January 29, 2009 (AM)
- Financing Commercial Real Estate** - January 29, 2009 (PM)

- The RCA-NCAR Commercial Forms** (CE Approved) - February 5, 2009 (AM)
- Fundamentals of Market Analysis** - February 5, 2009 (PM)
- Office** - February 12, 2009 (AM)
- Land Sales** (CE Approved) - February 12, 2009 (PM)

Name (As it appears on RE license) \_\_\_\_\_ NC Real Estate License # \_\_\_\_\_

Informal Name \_\_\_\_\_ Company \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

## Referral Partnership Program

Check here if you are a member of a participating board. Name of participating local board \_\_\_\_\_

**Method of Payment**     Check     VISA     MasterCard     AMEX    Amount Enclosed \$ \_\_\_\_\_

Card # \_\_\_\_\_ Exp. Date \_\_\_\_\_

Last 3 digits from number on back of card (VISA/MC) \_\_\_\_\_ CID Number on front of card above CC# (AMEX) \_\_\_\_\_

Name on Card \_\_\_\_\_ Signature \_\_\_\_\_

Billing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Mail registration and payment to:** CRCBR, 212 S. Tryon St., Ste. 1150, Charlotte, NC 28281 or **Fax registration** along with credit card payment to 704-377-8983 **Questions?** Call 704-377-8982



Charlotte Region Commercial  
Board of REALTORS®

212 S. Tryon Street, Suite 1150  
Charlotte, NC 28281  
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**REGISTER TODAY** for the Commercial Certificate Program

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**CoreConcepts Level 100 Series**

**Classes are January 22 - February 12, 2009**