



# Business Management For Building Professionals

**Wednesday,  
March 21, 2011  
8:30 to 4:30 pm**

**HBA Office  
6100 W Main St  
Maryville, IL  
(618) 343-6331 ph**

**Continental  
breakfast and  
lunch are included**



NAHB Education

As a graduate of these courses, you will be able to:

- Grasp and apply insurance terminology
- Use non-insurance risk management strategies
- Recognize the basics of the types of insurance coverage you need
- Structure company insurance and risk management programs with help from your brokers

**Instructor: Bill Shaw, CAPS, GMB, CGP, CGR**

Learn the management skills that give industry leaders the edge. This course will give you a solid foundation in those best business practices so valuable to smaller businesses; planning, organizing staff/directing and controlling. By using case studies and sample forms, your instructors give you practical and applicable tools for management success.

**Designation Credit:** CAPS; CGA; CGB; CGP; CGR; Master CSP

**Continuing Education Credit:** CAPS; CGA; CGP; CGB; CGR; CSP; CMP; GMB; Master CSP; MIRM

To register for the HBA University of Housing Courses, please fill out the following information and fax or send it with your payment to the address below. Call the HBASWIL office at 618.343.6331 with any questions.

**Mail to: HBASWIL, 6100 W. Main Street, Maryville, IL 62062  
Fax to: (618) 343-6335 Email to: hba@hbaswil.org**

WWW.HBASWIL.ORG

## Registration Information

Name		HBA Name	
Company		Address	
City	State	Zip	Email Address
Phone		Fax	

## Registration Fees per course

\_\_\_ NAHB Member \$200 \_\_\_ Non-member \$275

**Payment Information** \_\_\_ Check Made Payable to: HBA \_\_\_ MasterCard/Visa

Credit Card Number	Exp. Date	VIC Code
Name on Card	Signature	

**Payment and Cancellation Information:** Cancellations made in writing 10 days prior to the course will receive a full refund. Those made within 10 days of the course will be subject to a partial refund.