

CAI Course I Registration

Full Name _____ Nickname _____
Company _____
Address _____
City _____ State _____ Zip _____
Phone _____ Fax _____
Email _____ Web Site _____

COURSE I REGISTRATION

	Member	Non-Member
September 1 to December 31, 2011	<input type="checkbox"/> \$1,095	<input type="checkbox"/> \$1,395
Full tuition after January 1, 2012	<input type="checkbox"/> \$1,195	<input type="checkbox"/> \$1,495

**If you are a non-member, call the Education Office for a special membership offer.*

HOUSING & LODGING

Includes Saturday-Wednesday nights at the Indiana Memorial Union (non-smoking facility)

I am a: Smoker Non-Smoker Roommate Preference: Smoker Non-Smoker

\$350 double room (per person fee; complete roommate preference information below)

Roommate: _____

\$690 single room (limited number of single rooms will be assigned according to when applications are received)

Thursday night, March 22, additional \$70 for double, \$139 for single

TRANSPORTATION: A charter bus from IU to the airport will be available on Thursday. It will depart at 4:15 p.m. and costs \$15/person.

Yes, I would like to take the charter bus. # in Party _____ x \$15 = \$ _____

PAYMENT

TOTAL: _____ Check Enclosed (Make Payable to NAA)

AMEX VISA MASTER CARD DISCOVER

Name on Card _____

Card Number _____ Exp. Date _____

Applicants for ALL courses: I understand that my hotel reservation and full tuition must be paid with this application by January 15, 2012. I understand that if I cancel this reservation more than 30 days before CAI, I will be refunded my registration fee minus the \$250 non-refundable deposit. If less than 30 days before CAI, no refund will be issued. I hereby agree to abide by the bylaws, rules, and regulations of the NAA Education Institute.

Signature _____ Date _____



National Auctioneers Association Education Institute
8880 Ballentine, Overland Park, KS 66214 - P (913) 563-5428 F: (913) 894-5281

CAI: 2012

MARCH 18-22, 2012



36TH ANNUAL CERTIFIED AUCTIONEER INSTITUTE
INDIANA UNIVERSITY - BLOOMINGTON



Preparing Leaders of the Auction Industry

Having a CAI professional designation is increasingly important. Designation holders have the knowledge and skills to provide the highest quality service to all types of clients.

The designation indicates to attorneys, trust officers, real estate professionals and others that you are an astute business person with the highest professional standards.

When you are accepted into Course I, you will begin a series of three one-week courses leading to your CAI designation.

Here's just a sample of some of the material covered in Course I:

- Using technology to enhance your business
- Understanding legal principles needed to run an auction firm
- Developing communication skills to help you win more clients
- Learning the most powerful negotiation skills for the auctioneer
- Discovering how to run a top-flight auction company

Courses II and III develop these topics even more fully, as well as other critical areas such as advertising, public relations, business ethics, liquidations, selling real estate and conducting a benefit auction.

HOW THE INSTITUTE WORKS

Once you are accepted into CAI, you will take a one-week course each year, beginning with Course I. After successfully completing all three courses, you will be awarded the CAI designation.

ELIGIBILITY

To qualify for the CAI, you must: have two or more years of full-time experience in the auction profession; hold at least a high school diploma or the equivalent, and be committed to complete all three years of the CAI experience.

MAINTAINING THE CAI DESIGNATION

Maintaining the Certified Auctioneer Institute designation requires yearly payment of designation fees and 24 hours of continuing education every three years.

CAI I SCHEDULE

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY
10:00 a.m. - Noon	8:00 - 11:30 a.m.	8:00 - 9:45 a.m.	7:30 a.m. - Noon	7:30 - 11:00 a.m.
Opening Brunch and Orientation Abnormal Hall	David Hart Elder	Rich Schur Human Resources 10:00 - 11:30 a.m. TRD Legal Issues	Jack Christy Auction Operations	Aaron Triffin Technology
	Break at 9:00 a.m.	Break at 9:00 a.m.		Break at 9:00 a.m.
	Lunch	Lunch	Lunch	Lunch
1:30 - 5:00 p.m.	1:00 - 4:30 p.m.	1:00 - 4:30 p.m.	1:00 - 4:30 p.m.	11:30 - 3:15 p.m.
Randy Walls Communication Skills and DASC	David Hodgins Auction Proposals Break at 2:00 p.m.	Cam Staller Case Studies Break at 2:00 p.m.	John Hamilton Negotiation Skills Break at 2:00 p.m.	Lance Walker How to Conduct a Benefit Auction Break at 1:00 p.m.
7:00 p.m. Networking Event		6:00 p.m. Fun Auction Abnormal Hall		

THE APPLICATION PROCESS

- 1 Complete this initial registration form and return it to NAA. You will be sent an admission application package.
- 2 Complete the application and return it to NAA.
- 3 Your information is sent to the Admissions Review Committee for a final decision on your admission. This process takes minimum two weeks.

TUITION AND SCHOLARSHIPS

Tuition includes 27 hours of classroom instruction, materials, breaks, opening brunch and two dinners. A limited number of Larry McCool Scholarships are available. Email education@auctioneers.org for the application. Applications must be received by December 31, 2011.