

REALTOR® Association of Acadiana



Weekly REALTOR®
November 3, 2008

IMPORTANT NOTICE: SUPRA LOCKBOXES

IMPORTANT NOTICE: Due to the time change that occurred this weekend, access to your Supra lockboxes shifted to earlier hours on Sunday, November 2nd. If your lockbox is set up for "Timed Access" you will be able to open the key container beginning at 8:00 a.m. until 8:00 p.m. If you need to open the key container prior to 8:00 a.m. or after 8:00 p.m., you will need to change your lockbox to "24-hour Access".

To activate "24-hour Access" with your Active Key:

1. Press **on/off** to turn on your Active Key.
2. Scroll to the Set iBox timed access menu option and press **enter**.
3. Press **2** to activate 24-hour Access.
4. Enter the keybox shackle code and press **enter**. Point your key toward the infrared window on the keybox to program the new setting.

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8 HRS CE in One Day

Need 2 CE hrs.?

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AWARD NOMINATIONS Deadline
November 14th

Attention Commerical Agents,
Appraisers, Secondary Members and
Managers

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LAFPAC Board of Trustees

LAFPAC Board of Trustees. J.D. Pierce has been nominated for LAFPAC Trustee for a three year term. If anyone else would like their name put up for consideration, please contact Mary Jane at the RAA office. **The deadline is November 11, 2008.** The annual meeting will take place on Friday, December 12, 2008.

2008 Award Nominations

Please click on the name of the following awards to obtain a nomination form.

****DEADLINE November 14, 2008****

REALTOR® OF THE YEAR: The purpose of this award is to recognize a REALTOR® who is actively involved in the REALTOR® Association of Acadiana. It also recognizes a

Basic Outlook Class

Article Headline

2008 Continuing Education

GRI Scholarship

Application Deadline for 2009 GRI Scholarship Program is This Friday

The Sandy Lash Memorial Graduate REALTOR Institute (GRI) Scholarship has been created in memory of former Louisiana REALTORS staff member Sandy Lash, whose 26 years of service to LR's education program impacted a number of REALTORS' careers and professional development. This scholarship has been established to fund the cost of tuition for the GRI program. One REALTOR from each region will be awarded the scholarship and must earn the GRI designation in the year that the scholarship is awarded.

Membership Luncheon

MARK YOUR CALENDAR
RAA Membership Luncheon
Friday, November 21, 2008
Petroleum Club

MLS Maintenance Class

The Maintenance Menu (What, Where and How)
Thursday, November 13
10 a.m. - 12 Noon
RAA Education Room
2 Hrs. CE Credit

To Register Email
Kathy@RealtorAcadiana.com

This class is offered especially for support personnel and REALTORS who enter their listings into the MLS. Some of the topics covered will be: Common Input Errors, Cloning Listings, Adjusting Map Locations, Adding Photos and other Media plus lots more. . . .

REALTOR® who uses high standards of professionalism, has some involvement on the state level and who is most highly regarded by fellow REALTORS®.

AFFILIATE OF THE YEAR: The purpose of this award is to recognize an affiliate who is actively involved in the association and has gone above and beyond what they are called upon to do.

LLOYD G. SMITH LIFETIME ACHIEVEMENT: The purpose of this award is to select a REALTOR® who has contributed to the REALTOR® profession, the community, has successful business accomplishments and total regard for his/her fellow REALTORS® and fellow man and acceptance by his/her peers. To demonstrate to the general public by these examples the high principle accumulatively attained by a local citizen, who is a REALTOR®, over their years as a REALTOR®.

Commerical Agents, Secondary Members and Managers

ATTENTION! Commercial Agents, Appraisers, Secondary Members and Managers who do not sell or list residential real estate: Contact Mary Sliman at the RAA Office by email for important information MaryS@RealtorAcadiana.com.

GRI Course Scheduled -
 Wednesday, November 19th

Risky Business & Goal Setting
Date: Wednesday, 11/19/2008
1 GRI Credit
Time: 8:00 AM - 5:00 PM
Offered by Louisiana REALTORS
RAA OFFICE

For more information, contact:
 Amy Phuphanich 1-800-255-8538 or Amy@larealtors.org

[To Register Online](#)

Member Registration (21 days prior to class) \$120
 Member Late Registration \$140
 Non-Member Registration \$215

Basic Outlook Class Offered

Basic Microsoft Outlook Class Location: RAA Office

Seating is Limited
Thursday, November 13th

Avoid Costly Fines. .

Upcoming Meetings

Thursday, Nov. 6th
Equal Opportunity
10:00 a.m.

Thursday, Nov. 13th
Board of Directors
9:00 a.m.

Continuing Education -
8 HRS. in One Day

TUESDAY, December 2nd
RAA Office

2008 Mandatory class
Agency Relations in
Real Estate Transactions
8:30 a.m. -12:30 p.m.
Instructor: Eloise Gauthier

and/or

Purchase Agreement
1:00 - 5:00 p.m.
Instructor: Eloise Gauthier

TO REGISTER: EMAIL
Kathy@RealtorAcadiana.com

Need 2 CE Hours Writing
and Negotiating the
Purchase Agreement

Class offered by ERA
Stirling Properties
Wednesday, November 5th
10:00 - 12:00
RAA Education Room
"Writing and Negotiating the
Purchase Agreement"
To Register: Call Sheila 237-
5759

Caravan Schedule

November 5 - Areas H, N, O,
P, St. Mary & Iberia
November 12 - G1, G2, G3
November 19 - E, F, K,
Acadia, Vermilion
November 26 - B, C, D, St.
Martin, St. Landry

2:00-4:00 p.m.

To Register Email:
MaryS@RealtorAcadiana.com

Topics to be covered:
-Sending/Receiving E-mails
-Managing your Mail
-Using the Contact function
-Working with the Calendar function
-Creating, managing and completing Tasks
-Using the Notes function

**All versions of Microsoft Outlook will be
discussed.

**Feel free to bring your laptops with your
personal email and Outlook program.

**Users of Outlook Express are welcome to
attend.**

Be sure to indicate what email program you are using and/or
what version of Outlook you use.

*EDUCATION POLICY: MOST education courses are free of charge but there will
be a \$25 cancellation fee for no s hows if you do not cancel 24 hours prior to
the class. Cancellations must be in writing. If cancellation fee is not paid within
30 days after notification, MLS privileges will be suspended until the fee is
paid.*

Successful Negotiations in Commercial Real Estate

Successful Negotiations in Commercial Real Estate

December 5, 2008

8:00A.M. - 12:00P.M.

LITE Center: Lafayette, LA

There is not a more important skill set than being proficient
in negotiations - you do it all the time. Understanding the
negotiating process and then developing negotiating skills
are the outcomes of this workshop. Participants will actually
engage in commercial real estate negotiations and
throughout the workshop will see individual negotiating skills
improvement.

This workshop is taught by CCIM Institute Senior Instructor
Ralph Spencer, one of the country's top commercial
instructors. Dont miss it!

Approved for 4 hours of CE Credit.

FOR MORE Information Contact

Louisiana REALTORS® info@larealtors.org

1-800-266-8538

[To Register Online:](#)

Quick Links

[RAA Website](#)
[MLS](#)
[CSS](#)

Check front page of MLS for
weekly caravan schedule.

www.lbrmls.com

2008 Continuing Education Schedule

RAA EDUCATION POLICY: MOST education courses are free of charge but there will be a \$25 cancellation fee for no shows if you do not cancel 24 hours prior to the class. Cancellations must be in writing. If cancellation fee is not paid within 30 days after notification, MLS privileges will be suspended until the fee is paid.

***To Register: Kathy@RealtorAcadiana.com unless otherwise indicated.

*****Real Estate license numbers are required for all continuing education credit.**

Nov. 11th	Code of Ethics	4 CE hrs.8:30 - 12:30
Nov. 13th	MLS The Maintenance Menu	2 CE hrs. 10-12
Nov. 18th	2008 LREC Mandatory Agency Relations	4 CE hrs.10 - 2
Nov. 19th	GRI Goal Setting & Time Management - LAREALTORS® Lynn Madison	RAA Office
Dec.2nd	2008 LREC Mandatory Agency Relations	4 CE hrs.8:30 -12:30
AND	"Purchase Agreement"	4 CE hrs. 1:00 - 5:00
Dec. 9th	Code of Ethics	4 CE hrs.8:30- 12:30

Kathy Yates, Communication Director
REALTOR® Association of Acadiana
Kathy@RealtorAcadiana.com

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