



September 2016

TO: Participants who hold a Designation from the Appraisal Institute

FROM: Larisa Phillips, Director of Education & Meetings

RE: The Counselors of Real Estate 2016 Annual Convention: Washington, DC
Applying for CE Credit to the Appraisal Institute

This is continuing education information for those Washington, DC Annual Convention attendees who also hold a designation from the Appraisal Institute, and attend the September 26-27, 2016 program.

The Appraisal Institute does not pre-approve conferences, but MAI, SRA, AI-GRS and AI-RRS Designated members can submit a certificate of completion to the organization and if it falls under the creditable topics list, it can be approved and added to your continuing education log.

You can submit the program three ways:

- via email ce@appraisalinstitute.org
- via fax 312-335-4415
- via hard copy to Appraisal Institute
Attn: AI Continuing Education
200 W. Madison St., Suite 1500
Chicago, IL 60606

Lastly, you may also sign in to www.appraisalinstitute.org and enter this program onto your personal CE log from your "My Appraisal Institute" page.

Please direct any inquiries as to this process to the Appraisal Institute at ce@appraisalinstitute.org or 312-335-4401.

If you have any other questions, please contact me.

Thank you!
Larisa

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