



BRITISH COLUMBIA  
REAL ESTATE  
ASSOCIATION



## Continuing Professional Education (cpe) Course Descriptions

These courses have been accredited for the Real Estate Council of British Columbia's Relicensing Education Program. They have been developed by the British Columbia Real Estate Association and are offered by the 12 BC real estate boards. Please consult the course schedule to determine when the courses will be offered.

### AGENCY

#### ***Buyer Agency***

1 DAY          REP ACCREDITED (FULL DAY)

Still have questions about buyer agency? Do you want to learn how to be a more effective buyer's agent? This course will help you understand how a buyer agency relationship is created and the role, fiduciary duties and legal responsibilities involved. Discover how to negotiate terms, get paid and how to use an Exclusive Buyer's Agency Contract.

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#### ***What Brokerages and REALTORS® Need to Know About Agency***

3/4 DAY          REP ACCREDITED (FULL DAY)

The obligations of agency representation don't have to be a mystery. This course examines the importance of the relationship between brokerages, their licensees and the buyers and sellers they represent. Upon successful completion, participants should be able to:

- understand the basic duties in an agency relationship;
  - recognize the various types of agency relationships entered into by brokerages and licensees;
  - explain the meaning and use of the Working With a REALTOR® brochure and agreements used in agency relationships;
  - discuss the concept of agency with the public;
  - recognize situations where agency issues may arise; and
  - apply the principles of agency law to a variety of common agency scenarios.
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## COMMERCIAL

### ***Risk Management for Commercial REALTORS®***

1 DAY      REP ACCREDITED (FULL DAY)

Learn the essentials of avoiding liability and completing transactions in a professional manner. Review the fiduciary duties and responsibilities of commercial REALTORS®, explore major trouble spots, minimize the risk of litigation and negotiate contracts more effectively. As a commercial REALTOR®, you'll appreciate the benefits of this course for you and your clients.

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## LEGAL

### ***CONDO 101: Strata Law for REALTORS®***

3/4 DAY      REP ACCREDITED (FULL DAY)

If you are involved in buying or selling strata properties, you need this course. Explore legislation governing strata properties and discuss specific legal problems you may encounter. Learn about different types of strata developments, owner-developers' expanded responsibilities, strata council bylaws and regulations, and rental restrictions.

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### ***CONDO 202: Advanced Strata Law for REALTORS®***

3/4 DAY      REP ACCREDITED (FULL DAY)

If you enjoyed *CONDO 101*, this enlightening follow up will build on your knowledge of managing complex strata sales. Review how to obtain information about a strata corporation. Learn the mechanics of repair bylaws, consider how to take a special levy into account when drafting a listing contract and discover practice tips for handling a strata foreclosure.

*Suggested prerequisite:* CONDO 101: Strata Law for REALTORS®

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### ***Contracts: Keep on Top of Changes***

3/4 DAY      REP ACCREDITED (FULL DAY)

Are you familiar with the most recent changes to the Contract of Purchase and Sale? Did you know more than 30 clauses have changed with the publication of the 2006 *Licensee Practice Manual*? Develop a solid understanding of many of the complex areas of contract writing. Explore contract writing issues that make it difficult for conveyancers to take the deal through to completion. Review the "top five" list you don't want to be on—the five most expensive Real Estate Errors and Omissions Insurance claims!

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## LEGAL (cont'd)

### ***Disclosure Issues & Risks***

1 DAY            REP ACCREDITED (FULL DAY)

Today's licensees face increasing disclosure requirements. Serious penalties for failing to fully and properly disclose include fines, lawsuits for negligence or even suspension of your licence. Before you can make the required disclosures, you not only need to understand the fundamentals, but also be aware of the latest legislative changes and property issues. Learn how to recognize a potential requirement to disclose, decide whether there is a requirement to disclose, understand the consequences of failing to properly disclose and determine how to fulfill your disclosure obligations.

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### ***Foreclosures and Court Ordered Sales***

1 DAY            REP ACCREDITED (FULL DAY)

From mortgage default to Order Absolute, from the marketability of a property to tenant eviction, this course will help to improve your understanding of the steps involved in a residential foreclosure proceeding. Topics include save-a-loan remedies, courtroom protocol, sealed bids, municipal tax sales, arson, bankruptcy and vandalism.

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### ***Real Estate E&O Insurance Legal Update 2009 (required course)***

1 DAY            REP ACCREDITED (FULL DAY)

If a deal goes sideways and someone sues you, the court will likely examine whether you met the standard expected of a competent licensee. In order to supply skilled and conscientious service, licensees must keep up to date with legal developments. This course offers an easily accessible and engaging way to stay legally current. Explore issues affecting licensees in trading services, including the legal do's and don'ts of referrals; what is a defect—when and how do you disclose it?; FINTRAC requirements: the big picture and need to know details; pre-incorporation contracts; subject clause basics: why the BC Supreme Court found there was no contract where a deal was written subject to approval of the subdivision plan; why a verbal deal cannot be enforced; *Deposits 101*: the three most common situations in which you must prepare a separate written agreement; if someone says you are professionally negligent, what does it mean legally, and what does that person have to do to prove negligence?; disciplinary liability: the self-report rule; and professional responsibilities: only one brokerage, only one source of remuneration. Competency is critical. Make it a priority to attend *Real Estate E&O Insurance Legal Update 2009!*

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## PROFESSIONAL SKILLS

### *Risk Management for REALTORS®*

1 DAY            REP ACCREDITED (FULL DAY)

Effective risk management benefits everyone. To do your part, you need a clear understanding of how to properly create and manage property listing and transaction files. Discover how to communicate information more clearly, foster and maintain licensee-client relationships and create and maintain listing and transaction checklists. Learn how to prevent problems from occurring and deal more effectively with problems when they arise.

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