

Presents

## SPOTLIGHT ON USPAP: AGREEMENT FOR SERVICES – INSTRUCTIONS FOR USE

**DATE:** Tuesday, February 16, 2021

**TIME:** Check in 8:30 am / Seminar 9:00 am to 11:00 am

**LOCATION:** It's Virtual; Participate From Where It is Most Convenient for You

**DESCRIPTION:** This seminar addresses the Appraisal Institute sample Agreement Services package so that appraisers and their clients can use it to create their own agreements (engagement letters). Seminar objectives include:

- Recognize the purpose of an Agreement for Services and the reasons for using one.
- Learn how to create an Agreement for Services using the Sample Cover Letter.
- Recognize when to use Optional Clauses.

**VIRTUAL OFFERING:** Registrants will connect using ZOOM interactive technology. For the full ZOOM experience, registrants will need a computer, Internet access, webcam, and a microphone. You do not need a paid account from ZOOM to participate. If you are using your iPad/iphone/smartphone, please download the ZOOM app prior to the offering.

**PHOTO VERIFICATION:** As part of the required attendance monitoring, all students need to provide the Chapter Office with a copy of your driver's license in advance of the offering. Simply take a picture of your driver's license with your phone or send a scanned copy to [patti@sdcai.org](mailto:patti@sdcai.org) Registrants who do not forward their photo ID to the Chapter Office will be ineligible for credit and will be prohibited from attending the seminar.

**A WEBCAM IS REQUIRED.** The session monitor must be able to see each of the students and verify that they are participating at all times throughout the seminar. If you do not have a camera on your computer, they are available at BestBuy and other online retailers starting at around \$30.

**SEMINAR INSTRUCTOR:** Paula Konikoff, JD, MAI, AI-GRS

**EDUCATION CREDIT:** This seminar is approved for 10 points of Appraisal Institute education credit, and for 2 hours of BREa continuing education credit (Approval No. 19CP754601408). Please note that not all states have approved virtual education; therefore, registrants must check their individual states for approval before registering for the program.

**SEMINAR FEE (on or before January 4, 2021):** Appraisal Institute Professionals \$39 / All Others \$59  
*Seminar fees will increase \$10 on January 5, 2021, and an additional \$10 on February 6, 2021.*

**CANCELLATIONS/REFUNDS:** Up to 15 days prior to program start date, a \$20.00 cancellation fee will be applied to all requests for cancellation. Between two and 14 days prior to program start date, a \$35.00 cancellation fee will be applied to all requests for cancellation. Less than two days prior to program start date, no refunds will be given.

**Register online at [Agreement for Services](#)**