



Meeting Details Form

The Institute for Luxury Home Marketing *CLHMS* Training

Meeting Dates: _____

First day of meeting begins at 8:30 A.M. (allow 30 minutes for registration and/or breakfast) and ends at 5:00 P.M.

Second day of meeting begins at 8:30 A.M. and ends at 5:00 P.M.

Attendees taking the training for CRS credit should allow 30 minutes at the end of both days for testing.

Host Details

Organization: _____

Contact: _____

Title: _____

Office Phone: _____

Fax: _____

Cell Phone: _____

Email Address: _____

Address: _____

City: _____ State: _____ Zip: _____

Attendees

Number of Attendees Expected: _____

Description of those attending: _____

Meeting Location

Facility Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Trainer Accommodations

Name of Hotel where trainer will stay: _____

Hotel Address: _____

Phone: _____ Fax: _____

What is important about your group and market that we need to know?

Please send newsletters or other materials or website addresses which will give the trainer insight into your organization and help us customize the program to better meet your needs.

Please return this completed form to:

***Kris Drain, Director of Operations
The Institute for Luxury Home Marketing
1409 S. Lamar, Suite 215
Dallas, TX 75215***

Or fax to: 214-485-3310