



Certified Commercial Investment Member – New Mexico

Property Submission Guidelines

It is the CCIM Board's goal to have the Deal Making Sessions completed by 9:00 a.m. In order to achieve this and keep sessions informative while maximizing the number of properties presented, the Board has adopted the following submission guidelines. Please help us follow them.

- Limit of 12 properties per session
- 3 minute maximum presentation time
- 6 slide/page maximum per presentation format
- Reservation and submission of slides/pages by the Wednesday prior to the session, no later than 1:00 p.m.

The presentation slots will be filled on a first-come, first-served basis. In order to have a slot assigned to you, we must have your presentation in hand.

An improving economy means more listings and, subsequently, more presentations; therefore, the deadline of **1:00 p.m. the Wednesday before the Deal Making Session** will be a hard and fast rule, with exceptions made only under the most extraordinary of circumstances.

If you have a property you would like to present, please send your PowerPoint slides or PDFs, reserving your spot, to Nicosha Schedlbauer or Carl Grending at ccimchapter@carnm.com.

Presentation No Show

If an individual misses a presentation without 24 hour notice or a valid emergency (at the discretion of the President), the individual shall be put on a three meeting probation, with no presentations permitted during the probation. If an individual incurs a second offense, the individual shall be put on a six meeting probation, with no presentations permitted during the probation. The individual may offset the probation by payment of a \$300.00 fine for a first offense or a \$400.00 fine for a second offense.