



# New Event/Class Form

**Name of Class (as approved by BREAA / NV RED)**

Alternate Name (for marketing purposes)

Start Date of Event      End Date of Event      Approved CE Hours      BREAA Course Number

Start Time of Event      End Time of Event      NV RED Course Number

**Classroom Type**      Chapter Proctor Name (Signature on Certificate)

Virtual

In-Person      Proctor Title (Ex. Chapter President)

Course Instructor Name(s) - (Who will be teaching the Course)

**Event Fees**

Licensed Appraiser Member      \$

Free Website Profile (NON-MEMBER)      \$

Other      \$

Maximum Number of Tickets Sold

Date/Time Registration Opens

**Upsell Items**

Walk-In Fee \$      Quantity Available

Other      Fee \$

Date/Time Registration Closes

**Course Description**

## Chapter Board Point of Contact

Name

Phone

Email

Location Name

Address

City

State

Zip Code

Event Email Contact (for Website)

Schedule

Instructor Bio

Additional Information to be included on Webpage and/or Marketing