

CORFAC 2012 Fall Summit Schedule

All activities are located in The Colonnade Hotel unless otherwise noted. Maps of the hotel and the Back Bay neighborhood are located on pages 6-7 of this program guide.

Conference functions are open to registered attendees and registered guests only. As proof of registration, **please wear your nametag at all times**. Admission to some meals, receptions, and events may be purchased for non-registered guests at the CORFAC registration desk. A fee will be charged to anyone without a name badge who attends a conference function.

Tickets for the Charlie King Cycling Classic and Guest Spa Excursion cannot be purchased onsite. Other tickets can be purchased at registration if space is still available.

	Time	Location
Wednesday, 5 September		
Registration Open	01:30 PM - 05:00 PM	Huntington Foyer
Private Duck Tour***	02:50 PM - 04:00 PM	Departs from The Colonnade Hotel lobby. Board at 2:50 PM and the tour begins at 3:00 PM. Tour by Boston Duck Tours.
Early-Bird Reception	06:00 PM - 07:00 PM	Colonnade East
Dine-Around Faneuil Hall*	07:30 PM - 10:30 PM	Reservations are for 7:30 PM. If taking a cab, you must leave the hotel by 7:10 PM. Details are in your registration envelope.
Rendezvous	10:00 PM	Brasserie JO, Colonnade
Thursday, 6 September		
Registration Open	07:30 AM - 05:00 PM	Huntington Foyer
Executive Committee Breakfast Meeting**	07:30 AM - 10:00 AM	Kenmore
Buffet Breakfast	08:00 AM - 09:30 AM	Huntington Foyer
Private Trolley Tour***	09:45 AM - 12:00 PM	Departs from The Colonnade Hotel lobby. Board at 9:45 AM and depart at 10:00 AM. Tour by Old Town Trolley Tours.
Charlie King Cycling Classic***	10:00 AM - 01:00 PM	Be at the tour location by 10:15 AM at the latest. Make your way to 103 Atlantic Ave near the Aquarium. Allow for travel time - by taxi (10-15 minutes) or public transportation (20-25 minutes). Tour is 10:30 AM - 12:30 PM.
Refreshments	01:00 PM - 02:30 PM	Huntington Foyer
Communications & Technology Joint Committee Meeting	01:00 PM - 02:30 PM	Huntington I
International Committee Meeting	01:00 PM - 02:30 PM	Huntington II
Affiliation Development & Regional Coordination Joint Committee Meeting	02:30 PM - 04:00 PM	Huntington I
Standards of Excellence Committee Meeting**	02:30 PM - 04:00 PM	Huntington II

Thursday, 6 September		
Best Practices Workshops	04:00 PM - 05:00 PM	
<ul style="list-style-type: none"> Online Marketing: Reaching Your Biggest Audience Andrew Jaffe, SIOR Commercial Properties, Inc./CORFAC International Jaffe will provide insight into handling online marketing and proven methods. The group will discuss reaching as many people as possible. Efficient Management of Multi-Market Assignments Scott Savacool, SIOR, CCIM, Sansone Group/CORFAC International This roundtable session will include prospecting tips for multi-market assignments, organizational suggestions for project teams, and suggested documentation for efficient deal flow. 		Huntington I Huntington II
Reception and Grand Opening of Exhibits Sponsored by Rockefeller Group Development Corporation	05:30 PM - 06:30 PM	Huntington Foyer
Downtown Harvard Club Dinner*** <i>Cocktail attire is recommended.</i>	06:30 PM - 10:00 PM	Bus boards from The Colonnade Hotel lobby at 6:30 PM for the 7:00 PM dinner. If you miss the bus, go to One Federal St., 38 th floor.
Rendezvous	10:00 PM	Brasserie JO, Colonnade
Friday, 7 September		
Registration & Exhibits	07:30 AM - 05:00 PM	Huntington Foyer
Buffet Breakfast	07:30 AM - 09:00 AM	Huntington Foyer
Past Presidents Council**	08:00 AM - 09:15 AM	Colonnade West
Professional Development Committee Meeting	08:00 AM - 09:15 AM	Braemore/Kenmore
Coffee Sponsored by LoopNet, Inc.	09:00 AM - 10:30 AM	Huntington Foyer
Opening Session and International Panel Sponsored by CoStar Group, Inc. Welcome – David Stubblebine, The Stubblebine Company/CORFAC International State of CORFAC – CORFAC President Douglas R. Marshall, Klabin Company/CORFAC International International Panel moderated by FIABCI World President Judy Shenefield. The panel will include some of the newest CORFAC international members as they discuss how they do business. <ul style="list-style-type: none"> Berendes & Partner Consulting/CORFAC International (Hamburg, Germany) Bright Rich/CORFAC International (St. Petersburg, Russia) HT Meagher O'Reilly/CORFAC International (Dublin, Ireland), IL Punto Real Estate Advisor srl/CORFAC International (Milan, Italy) Narains Corp International Properties/CORFAC International (Mumbai, India). 	09:30 AM - 11:30 AM	Huntington II & III
Women's Heritage Tour***	09:45 AM - 11:30 AM	Walking Tour leaves The Colonnade Hotel lobby at 10:00 AM. Tour by the Boston Women's Heritage Trail.
Dutch-Treat Guest Lunch in Back Bay*	11:30 AM - 01:00 PM	Lunch at The Courtyard at Boston Public Library, 700 Boylston St.
Deal Networking: Multi-Market Assignments Hear from colleagues who have multi-market assignments and possible needs. Learn about the requirements of these clients and see if you can help. Transactions Committee Members are required to attend.	11:30 AM - 12:30 PM	Huntington II & III

*Dutch treat - Meal is on the attendee. ** Closed Meeting *** Optional Event with additional fee

Friday, 7 September		
Deal Networking and Conference Luncheon	12:30 PM - 01:15 PM	Huntington I
Deal Networking: Industry Groups and Brainstorming Participate in roundtable discussions and learn more about working for clients in different industries. All Transactions Committee Members are required to attend. <ul style="list-style-type: none"> Round 1: Health Care, Retailing, Technology, Financial Services, Manufacturing, and Logistics/Distribution Round 2: Energy, Automotive, Financial Services, Manufacturing, and Logistics/Distribution, 	01:15 PM - 02:15 PM	Huntington II & III
Refreshments Sponsored by LoopNet, Inc.	01:15 PM - 04:00 PM	Huntington Foyer
Spa Excursion***	01:30 PM - 04:00 PM	Walk or Taxi to Exhale Spa, 28 Arlington St., 617-532-7095. Appointment time is in your registration envelope.
Marquee Session: 10 Habits of Successful CORFAC Professionals Sponsored by SNAP!office. A seminar featuring nationally renowned business coach Barry Elms, this program will show how to maximize performance and secure a rewarding career in this very challenging economy. Sponsor spotlights, sponsor passport prizes, and your invitation to the Spring Conference in Las Vegas complete this session.	02:30 PM - 05:00 PM	Huntington II & III
Reception Sponsored by SIOR	06:30 PM - 07:30 PM	Huntington Foyer
Revolutionary Dinner <i>Cocktail attire is recommended.</i>	07:30 PM - 10:00 PM	Huntington II & III
Rendezvous	10:00 PM	Brasserie JO, Colonnade
Saturday, 8 September		
Registration & Exhibits	07:30 AM - 01:30 PM	Huntington Foyer
Buffet Breakfast	07:30 AM - 09:30 AM	Huntington Foyer
Principals' Caucus: The CORFAC Model: Competitive Analysis and Advantage** Dr. Lowell "Duke" Kuehn will discuss how to increase revenue and stay viable in today's market.	08:00 AM - 10:00 AM	Huntington I, II & III
Broker Training: Differentiate Your Listings, Differentiate Yourself. <i>Bring a laptop with you to fully experience the session.</i> Jeremy Cyrier, CCIM, will teach you to improve your listing presentations, client conversion rate, and speed to transactions.	08:00 AM - 10:00 AM	Kenmore
Extranet 101 Alyssa Kirkman, CORFAC International, will give an introduction to the Extranet, CORFAC's member only site.	09:00 AM - 09:45 AM	Braemore
Coffee	09:30 AM - 11:00 AM	Huntington Foyer
Using the iPad for Commercial Real Estate Jerry Holdner, Voit Real Estate Services/CORFAC International will give an iPad overview and demonstration.	10:00 AM - 10:45 AM	Braemore
Board Meeting Open to all CORFAC professionals who want to observe.	10:30 AM - 01:00 PM	Huntington I, II & III

Saturday, 8 September		
Broker Support Roundtable	10:45 AM - 12:00 PM	Braemore
Discuss broker support issues including use of social media, marketing, and more. Brainstorm ways to get broker support more involved in CORFAC.		
Guest Lunch Cruise Aboard The Spirit ***	10:45 AM - 02:30 PM	Bus departs from The Colonnade Hotel lobby at 11:00 AM. Boarding of The Spirit at Seaport World Trade Center at 11:30 AM. Lunch Cruise 12:00 PM - 2:00 PM.
Best Practices Workshops and Lunch: Round 1	01:15 PM - 02:15 PM	
<ul style="list-style-type: none"> Referrals Robert Tillsley, SIOR McBride Corporate Real Estate/CORFAC International How to make a referral and how to work them after you do. 		Braemore/Kenmore
<ul style="list-style-type: none"> Customer Service Lou Suski, Gaughan Companies/CORFAC International Learn customer service best practices and how to keep your customers happy. 		Colonnade East
<ul style="list-style-type: none"> Cold Calling: What it Takes to Succeed Wendy Weiss, The Queen of Cold Calling What it takes to succeed, why brokers fail, 4 keys to filling the pipeline, and the appointment setting formula. 		Boston Ballroom
Best Practices Workshops Round 2	02:30 PM - 03:30 PM	
<ul style="list-style-type: none"> Referrals Robert Tillsley, SIOR McBride Corporate Real Estate/CORFAC International How to make a referral and how to work them after you do. 		Braemore/Kenmore
<ul style="list-style-type: none"> Customer Service Lou Suski, Gaughan Companies/CORFAC International Learn customer service best practices and how to keep your customers happy. 		Colonnade East
<ul style="list-style-type: none"> Cold Calling: What it Takes to Succeed Wendy Weiss, The Queen of Cold Calling What it takes to succeed, why brokers fail, 4 keys to filling the pipeline, and the appointment setting formula. 		Boston Ballroom
Conference Committee Meeting	04:00 PM - 05:00 PM	Colonnade East
Closing Reception	05:00 PM - 06:00 PM	Boston Ballroom
Red Sox vs. Blue Jays Game***	07:10 PM - 11:00 PM	Fenway Park. Meet in The Colonnade Hotel lobby at 6:15 PM to walk over with a group. Your ticket is in your registration envelope.

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