



Consultants' Training Institute

2015 Business Valuation Certification and Training Center Catalog



*Advance your
practice in
the business
valuation niche.*



Co-Sponsored by the National
Association of Certified Valuers and
Analysts™ (NACVA®) and the Institute
of Business Appraisers™ (IBA™)

**CVA Exam
Q&A Study Guide**
Discounted price with BVTC
training purchase!
(see back cover
for details)

Consultants' Training Institute™

2015 Business Valuation Certification and Training Center Catalog

Increase Your Firm's Revenues in 2015—Specialize in the Accounting and Financial Consulting Profession's Hottest Growth Niche



The Consultants' Training Institute™ (CTI™) is comprised of leading experts in the fields of business valuation, financial litigation, financial forensics and forensic accounting, mergers and acquisitions, healthcare valuation and consulting, and a variety of other related business consulting disciplines. As the most widely respected professional training organization in the accounting and financial consulting

profession, the CTI combines hundreds of years of practitioner experience with academic insights to produce benchmark training and certification programs in the accounting and financial consulting industry's hottest growth niche opportunities.

Strong 2015 Outlook for Business Valuations

The business valuation industry performed relatively well during the recent economic downturn due to a rise in bankruptcies that offset a low level of merger and acquisition activity. Growth in 2015 is anticipated to continue at a strong pace in light of the vast number of U.S. baby boomers reaching retirement age who are considering the sale of their businesses, interest rates that are forecast to remain low, and a dramatic rise in activity in the healthcare industry. CPAs and other financial service professionals are uniquely positioned and highly qualified to provide business valuation services for these purposes.

The CTI offers training in conjunction with the National Association of Certified Valuators and Analysts™ (NACVA®) and Institute of Business Appraisers™ (IBA™) to provide two distinctive business valuation designations through its **Business Valuation Certification and Training Center** (BVTC): Certified Valuation Analyst® (CVA®) and Certified Business Appraiser™ (CBA™). The BVTC, taught in over 10 countries, is the most comprehensive and complete foundational training program teaching to the body of knowledge on how to value private business enterprises and assisting attendees in preparing for any business valuation certification. The CVA is the *only* business valuation credential accredited by the National Commission for Certifying Agencies® (NCCA®), the accreditation body of the Institute for Credentialing Excellence™ (ICE™).

You'll find more details about the BVTC in the pages that follow. Also, don't forget to check our website to view webinar offerings through the CTI. Be sure to make your plans now to take maximum advantage of the Early Registration Discounts—in addition to a 10 percent discount for NACVA and IBA members. Contact Member Services toll free at (800) 677-2009 or online at www.theCTI.com.

Parnell Black, MBA, CPA, CVA
Chief Executive Officer

National Association of Certified Valuators and Analysts
Consultants' Training Institute
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Consultants' Training Institute 2015 Business Valuation Certification and Training Center



Certified Valuation
Analyst® (CVA®)



Certified Business
Appraiser (CBA)

The Consultants' Training Institute's (CTI) five-day **Business Valuation Certification and Training Center (BVTC)**—co-sponsored by the National Association of Certified Valuators and Analysts™ (NACVA®) and the Institute of Business Appraisers™ (IBA™)—is world renowned for being the most comprehensive and complete foundational training program teaching to the body of knowledge on how to value private business enterprises. Now taught in 10 countries, the BVTC will prepare candidates to pass any business valuation (BV) certification exam offered in the industry as well as those designations offered by NACVA—the Certified Valuation Analyst® (CVA®)—and IBA—the Certified Business Appraiser™ (CBA™).

The CVA is the most distinguished and widely recognized BV credential, known for the superb training and challenging examination process that leads to earning this prestigious credential. Requirements for this credential include holding an active, valid CPA license **or** holding a business degree (i.e., in management, economics, finance, marketing, accounting, or other business field) and/or an MBA (master of business administration) or higher business degree from an accredited college or university **and** two years or

more of full-time or equivalent experience in business valuation and related disciplines for non-CPAs.

In addition to these requirements, CVA applicants must complete and pass specified training courses and exams and complete a case study or submit an actual and sanitized fair market value report, prepared during the last 12 months, for peer review. For further clarification, contact NACVA at (800) 677-2009. More information on NACVA and its credentials is located in *The Association* brochure.

Accreditation as a CBA is available to those members of the Institute of Business Appraisers who are able to demonstrate that they have attained a high level of professional competence and conduct. The CBA accreditation designates the appraiser as a true professional in his or her field, worthy of the admiration of fellow appraisers and deserving the fullest confidence of clients and potential clients. Requirements for this credential include possessing a four-year college degree or equivalent, completing and passing specified training courses and exams, and submitting two demonstration reports for a peer review process. For further clarification, contact IBA at (800) 299-4130.



NACVA's CVA Designation is Accredited by the National Commission for Certifying Agencies® (NCCA®)

NACVA's Certified Valuation Analyst (CVA) designation is the *only* valuation credential accredited by the National Commission for Certifying Agencies (NCCA), the accreditation body of the Institute for Credentialing Excellence™ (ICE™). The Institute for Credentialing Excellence's mission is to promote excellence in competency assessment for practitioners in all occupations and professions. This prestigious recognition differentiates CVA credential holders as having met the most stringent standards in the industry.

For NASBA-related information on CPE, please refer to www.theCTI.com.



Consultants' Training Institute Training Center Curriculum

The BVTC is available via live training (see dates below), or via self-study with an on-demand video series (see page 5). The Online CVA Case Study Report Writing Clinic (see page 3) is available FREE for self-study and live training attendees. The CVA Exam Q&A Study Guide (see back cover) is a perfect companion to your training.

2015 DATES	LOCATION	Early Registration Discounts and Deadlines	
		10%	5%
January 26–31	Las Vegas, NV	11/30/2014	12/31/2014
May 4–9	Chicago, IL	2/28	3/31
June 22–27	New Orleans, LA	3/31	4/30
July 13–18	Washington, DC	4/30	5/31
July 27–31	Orlando, FL	5/31	6/30
August 10–15	San Diego, CA	5/31	6/30
August 24–29	Atlanta, GA	6/30	7/31
September 14–19	Philadelphia, PA	6/30	7/31
September 28–October 3	Chicago, IL	7/31	8/31
October 5–10	Houston, TX	7/31	8/31
October 19–24	Scottsdale, AZ	8/31	9/30
October 26–31	Jersey City, NJ	8/31	9/30
November 9–14	Nashville, TN	9/30	10/31
November 16–21	Ft. Lauderdale, FL	9/30	10/31
December 7–12	Las Vegas, NV	10/31	11/30
January 25–30, 2016	San Diego, CA	11/30	12/31
May 9–14, 2016	Chicago, IL	2/28/2016	3/31/2016

The five-hour CVA/CBA proctored exam is given at all locations on the Saturday morning following the weeklong training unless prior alternative arrangements have been made by an attendee. This exam requires a laptop.

Dates and locations subject to change.

Study Guide Offer!

Register and pay for any BVTC training materials (live or self-study) and save on the CVA Exam Q&A Study Guide. This Guide contains a compilation of approximately 1,200 questions of the type you will find in the NACVA CVA proctored exam.

Only \$250 with BVTC training purchase.

A great companion to the BVTC training materials. See back cover for complete details.

Non-Member Package Pricing (Before Early Registration Discount)	2014*	Effective 5/1/15
Days 1 and 2: Business Valuations— Fundamentals, Techniques & Theory	\$1,100	\$1,200
Day 3: BV—Applications and Calculations of the Income and Asset Approaches	\$550	\$600
Day 4: BV—Case Analysis: Completed Transaction and Guideline Public Comparable Methods	\$550	\$600
Day 5: Special Purpose Valuations and Case Studies—Facts to Conclusion	\$550	\$600
One-Year NACVA Membership (Practitioner)	\$495	\$495
Certification Exam, Grading, and Proctoring Fee	\$595	\$595
Total Retail Cost for Five-Day BVTC	\$3,840	\$4,090
PACKAGE PRICE	\$3,295	\$3,490
Package Price after 10% Early Registration Discount	\$2,965	\$3,141

* Prices guaranteed for any 2015 BVTC registration paid for by 4/30/15.

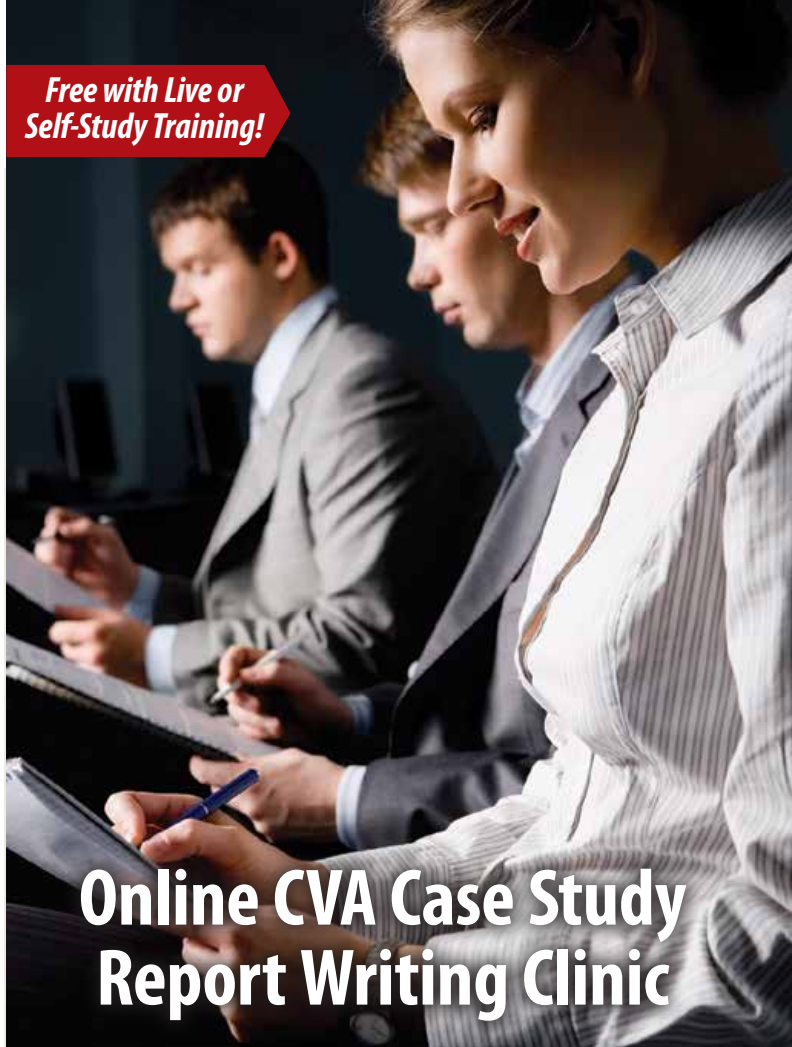
PROGRAM DESCRIPTION:

The *Business Valuation Certification and Training Center's* (BVTC) compact five-day curriculum is comprehensive and substantive, providing value from beginning to end. The BVTC's primary goal is to provide attendees with information that will serve as a solid foundation for their professional valuation endeavors, whether or not they plan to pursue a designation. Attendees will also find that a sound mastery of the course contents will be of great assistance to them in their pursuit of an accreditation—be it the Certified Valuation Analyst (CVA) or the Certified Business Appraiser (CBA). The *Business Valuation Certification and Training Center* is the ultimate comprehensive training experience, offering attendees expanded knowledge, networking opportunities with instructors and fellow attendees, and resources and insights that will provide a foundation for future success.

Days 1 and 2: Business Valuations— Fundamentals, Techniques & Theory (FT&T)

The cornerstone of the CTI's training, FT&T is a rigorous course on business valuation that provides the basis and framework for subsequent courses. It provides insights into every facet of valuation theory with hands-on training, taking attendees from the fundamentals of the valuation process through the advanced techniques in current use. Primary focus of the sessions will be to provide the basis and framework of business valuation theory and practice. Discussion will center upon the elements of valuation from financial and operational analysis through the methods found in the three approaches to valuation: Asset, Income, and Market. Highlights include the development of discount/capitalization rates and the application of appropriate adjustments (i.e., premiums and discounts) to the calculated value.

Free with Live or Self-Study Training!



Online CVA Case Study Report Writing Clinic

An integral part of receiving the Certified Valuation Analyst (CVA) certification is successfully demonstrating that a CVA candidate meets NACVA's "Experience Threshold" by completing a sample Case Study Report. This report is due within 60 days of completing the proctored examination.

The *Online CVA Case Study Report Writing Clinic* is designed to assist CVA candidates to complete the Case Study Report through a series of six consecutive, one-hour webinars—one webinar each week for six weeks following each live Training Center.

Module One:	What's in Your Toolbox
Module Two:	Financial Analysis—By the Numbers
Module Three:	Economic and Industry Information
Module Four:	Valuation Approaches and Methods
Module Five:	Author! Author!—Organizing and Writing Your Report
Module Six:	Reviewing Your Work: Sanity Checks and Leaps of Faith

The webinars will be led and moderated by a *Business Valuation Certification and Training Center* instructor and/or a case study report grader. Throughout the series, CVA candidates will receive step-by-step guidance on writing their Case Study Report, from gathering the necessary information to finalizing the report. Each webinar will also provide a forum for the CVA candidates to ask questions related to any issues they may be facing in the completion of their report.

After completing this online course, attendees will be able to:

- Organize the information needed to produce a Case Study Report
- Select the most appropriate valuation approach and/or method based on the facts and circumstances of the engagement
- Express their analyses and conclusions in a well-written Case Study Report

Learning Objectives:

After completing this course, attendees will be able to:

- Formulate a financial analysis of a company as it relates to a valuation engagement
- Identify an appropriate valuation approach and method for a given valuation purpose
- Match a discount or capitalization rate to the appropriate benefit stream under the Income Approach
- Identify the differences in standards of value and their application in a valuation engagement
- Outline the fundamental steps to valuing a business, from beginning to end
- List the cornerstones of the business analysis process or the drivers of company value
- Differentiate between the various forms of financial information

Day 3: Business Valuations—Applications and Calculations of the Income and Asset Approaches

This fast-paced course is the perfect follow-up to FT&T. It builds on the applications of the Income and Asset Approaches and provides attendees the opportunity to perform numerous calculations using various methodologies for both approaches. The primary focus is to build on the fundamental aspects of the Income and Asset Approaches found in the Fundamentals, Techniques & Theory (FT&T) course. The course uses multiple, hands-on exercises that will give the attendee practical experience in the application of the methods found in the Income and Asset Approaches in valuation engagements.

Learning Objectives:

After completing this course, attendees will be able to:

- Calculate a value using the Adjusted Net Asset Method under the Asset Approach
- Determine when it is appropriate to use a capitalization of Single-Period Earnings Method vs. Discounted Future Earnings Method under the Income Approach
- Identify appropriate normalizing adjustments and calculate a normalized benefit stream
- Identify appropriate methods and data sources for developing discount rates
- Distinguish between normalizing and control adjustments
- Identify line-item problems in income statements and balance sheets using ratio analysis

Day 4: Business Valuations—Case Analysis: Completed Transaction and Guideline Public Comparable Methods

The Market Approach is one of the three commonly accepted ways to value a private company. Within this approach there are two primary methodologies: the Completed Transaction Method and the Guideline Public Comparable Method. While similar, these methods vary on the empirical data that is used to generate supportable results.

Learning Objectives:

After completing this course, attendees will be able to:

- Properly estimate value using the Completed Transaction Method from the Market Approach
- Properly estimate value using the Guideline Public Comparable Method from the Market Approach
- Determine when the Completed Transaction Method and/or Guideline Public Comparable Method is appropriate under the Market Approach
- Identify the proper measure or adjustment for multiples when using the Market Approach
- Identify when the Market Approach should be used as a primary or secondary approach in reaching a determination of value for a business

For NASBA-related information on CPE, please refer to www.theCTI.com.

Day 5: Special Purpose Valuations and Case Studies— Facts to Conclusion

Part 1: Mergers and Acquisitions

With M&A on a dramatic rise, all business advisors need a fundamental understanding of the issues characteristic to lucrative M&A advisory services. This course will focus on advising attendees when and where M&A is a viable strategic alternative and counseling clients through the process. Attendees will learn that although the valuation methodologies used in these situations are similar to traditional valuation techniques, they differ in many ways. In this introductory course, practitioners will learn about the foundations crucial to M&A activity as found in the middle market (\$1-\$250 million).

Learning Objectives:

After completing this course, attendees will be able to:

- Identify preliminary target due diligence and funding sources/venture capital in M&A
- Identify typical deal structures and financing mechanisms

Part 2: Litigation Consulting

In today's turbulent business environment, valuation experts, CPAs, and other financial professionals are called upon regularly to serve as experts and consultants in a broad range of matters, including fraud, economic damages, marital dissolution, professional standard of care, valuation, and others. This course is designed to provide an introduction to litigation consulting and financial forensics. It will provide an overview of the types of engagements in which financial experts are called upon to render financial, analytic, investigative, and expert testimony. It will also focus upon the skills required, the legal environment, the dynamics of litigation, professional standards, report writing, and expert testimony.

Learning Objectives:

After completing this course, attendees will be able to:

- Identify the role of the financial expert as either a consulting or testifying expert and list the differences between the roles
- Differentiate between business and economic damages, fraud and forensics, marital dissolution, and other practice areas for financial experts
- Outline the main steps to writing effective reports and reporting requirements in litigation engagements

Part 3: Financial Forensics

Due to increased regulation and regulatory enforcement, as well as a record number of bankruptcies and corporate restructurings, the demand for financial forensics services is set to soar. In this course, attendees will learn that the skills developed over the first four days are directly applicable to a financial forensics practice. This module is designed to introduce CVA and CBA candidates to the unique aspects involved in practicing in this specialty area. From financial statement misrepresentation to economic damages to family law, this module will provide attendees with the basics on how to further hone one's skills after receiving the CVA or CBA designation.

Learning Objectives:

After completing this course, attendees will be able to:

- Identify the different areas of financial statement misrepresentation
- Recognize the different methodologies for business damages and differentiate between their uses
- Distinguish various opportunities that financial forensics can be useful in family law cases

Part 4: Case Studies—Facts to Conclusion

This course provides learning that brings the business of business valuation full circle and is given from the perspective of actual valuation practitioners. The theory covered throughout the five-day BVTC is staggering, and often

For NASBA-related information on CPE, please refer to www.theCTI.com.

"I found the Business Valuation Certification and Training Center training to be very helpful. The course, and especially the instructors, presented the information in an interesting manner, focusing on making sure the participants understood the main concepts with great examples the instructors had encountered. The training provided me confidence and understanding that benefited me in preparing for the exam and developing our firm's valuation practice."

David Greenwell, CPA, Oklahoma City, OK

it is easy to lose sight of the ultimate goal of the program: to learn to be a valuation professional. Through this course, attendees will learn and practice the most important elements of written communication skills and how to apply these concepts to and present information required in written business valuation reports.

The Facts to Conclusion course will include:

- A review of the appropriate valuation methodologies
- A case study discussion to allow the attendee to work with actual valuation projects
- Practice management tips

Attendees in this course will leave with a better, clearer understanding of the process associated with completing a business valuation (start to finish). Additionally, attendees will also gain valuable knowledge pertaining to growing and managing a valuation practice. It is the goal of this course to address any questions about this business that attendees may have.

Learning Objectives:

After completing this course, attendees will be able to:

- Identify the necessary steps to complete a business valuation
- Select the necessary data, models, and studies
- List the critical steps in building a successful valuation practice

WHO SHOULD ATTEND:

Tax, audit, and accounting services practitioners who wish to specialize in a lucrative, non-seasonal consulting niche; merger and acquisition consultants; investment and financial analysts; investment bankers; financial officers; business advisors; accounting and finance professionals; anyone who deals with business value in the course of his or her work.

FACULTY:

The live *Business Valuation Certification and Training Center* faculty is comprised of Mel Abraham, CPA, CVA, ABV, ASA, CSP; Lorenzo Carver, MBA, MS, CPA, CVA, ABV; Brian Davidson, CVA; Rick Gray, CPA, ABV, CVA, ASA; Chris Hamilton, CPA, CVA, CFE; Mark Kucik, CPA, CVA, CM&AA, CFF, CPVA; Howard Lewis, MS, ABAR, CVA, CBA, BCA; T.J. Liles-Tims, MBA, CVA, CFE; Lari Masten, MSA, CPA, ABV, CFF, CVA, ABAR, MAFF; Rob Stutz, CVA, ASA, CM&AA; Garth Tebay, CPA, CVA, CM&AA, MAFF; and Frank Wisheart, MBA, CPA, ABV, CVA, CFE.

The *Online CVA Case Study Report Writing Clinic* faculty is comprised of Brian Davidson, CVA; Rick Gray, CPA, ABV, CVA, ASA; Howard Lewis, MS, ABAR, CVA, CBA, BCA; T.J. Liles-Tims, MBA, CVA, CFE; Lari Masten, MSA, CPA, ABV, CFF, CVA, ABAR, MAFF.



Business Valuation Certification and Training Center

Also Available via Self-Study with an optional On-Demand Video Series!

BVTC Self-Study Pricing	Individually Priced	CPE Exam	Package Price for All Courses	
Business Valuations—Fundamentals, Techniques & Theory	\$345	\$85	Course Materials Only	\$895
BV—Applications and Calculations of the Income and Asset Approaches	\$195	\$85	Materials plus CPE	\$1,145
BV—Case Analysis: Completed Transaction and Guideline Public Comparable Methods	\$295	\$85	Materials with CPE and Exam	\$1,645
Special Purpose Valuations and Case Studies—Facts to Conclusion	\$195	\$85	Materials with CPE, Exam, and First-Year NACVA Practitioner Membership (\$465 off retail price)	\$1,995
Total if Purchased Individually	\$1,030	\$340		
CVA/CBA Certification Exam, Grading, and Proctoring Fee	\$595	—		

Note: Shipping and Handling charges apply.

“I am enjoying the learning experience for the Certified Valuation Analyst (CVA) certification, and I am pleased with all the other material and connections NACVA makes available to students and members. I look forward to being a part of the NACVA membership.”

Tom Herbick, CM&AA, Seabrook Island, SC

BVTC On-Demand Video Series

In addition to the BVTC’s availability in a self-study format, the CTI also provides instructor-led training through an on-demand video series. This video series is designed to complement the self-study material and consists of a full, video-recorded BVTC led by our esteemed faculty of valuation practitioners. The video series includes recordings of actual BVTC course lectures, including class interaction, questions, and discussions that ensue. This is a perfect way to enhance one’s understanding of the self-study materials by “watching” an actual BVTC at your own convenience.

BVTC On-Demand Video Series \$600



Related Training: On-Demand Webinars

Business Valuation Fundamentals for CPAs and Other Business Advisors Five-Part On-Demand Webinar Series

Program Description:

In today's challenging economy, business owners expect their CPAs and business advisors to wear multiple hats, whether it be tax or accounting or how to improve performance by shaving costs, increasing revenues, and growing company value. CPAs and business advisors should have basic training in the fundamentals of valuing business enterprises even if they do not intend to specialize in this area.

The *Business Valuation Fundamentals for CPAs and Other Business Advisors Webinar Series*, delivered in five parts, will provide a foundational overview of the body of knowledge on how to value private business enterprises:

- **Part One:** Introduction to Business Valuation and Understanding the Engagement
- **Part Two:** Financial Statement Analysis—Getting the Story Behind the Numbers
- **Part Three:** Valuation Approaches—The Nuts and Bolts: The Income Approach
- **Part Four:** Valuation Approaches—The Nuts and Bolts: The Completed Transaction and Guideline Public Comparable Methods
- **Part Five:** Valuation Discounts and Premiums—The Plusses and Minuses of Value

Learning Objectives:

After completing this five-part webinar series, attendees will be able to:

- Outline the fundamental steps to valuing a business from beginning to end
- List the cornerstones of the business analysis process or the drivers of company value
- Identify and utilize key resources in order to improve profit margins and grow company value
- Articulate how business valuation can be a valuable consulting service for clients.

Pricing	Non-Member	Member
Series of Five Parts	\$550	\$495

Each part is a two-hour webinar.

Two hours of CPE for each part (10 hours total).

“This has been a real journey—a good one, but a journey. I have genuinely learned so much about improving my former BV process and am confident that I am a much better valuator than I was last year when I started this journey with NACVA.”

Robert King, CVA, Memphis, TN

“The CVA course was a vigorous course that thoroughly prepares you to serve your clients in the area of business valuation. As a member of NACVA, our firm receives a tremendous support network that will further assist our firm in providing this valued service to our clients.”

Danny Dukes, CPA, CFE, MBA, Canton, GA

Online Business Valuation Accelerator™ Workshop Three-Part On-Demand Webinar Clinic

Clinic 1 Managing the Engagement

Clinic 1 will introduce you to the key factors that experienced valuers consider when they evaluate and start new business valuation projects. Why? Because evaluating engagement risk, obtaining the necessary information, and having the right tools is how your practice stays out of trouble and prospers.

Clinic 2 Determining Cost of Capital and the Income and Asset Approaches

Clinic 2 will address the requisite financial statement analysis, economic overview, and industry outlook that create the backstory for every valuation assignment. We'll then dive head first into the Asset- and Income-based Approaches to valuation. The former is not as easy as you think; the latter not as hard.

Clinic 3 The Market Approach and Discounts and Premiums

Clinic 3 will start with the Market Approach (Completed Transaction and Guideline Public Comparable Methods), then move onto one of the most difficult areas of the engagement: quantifying and applying supportable discounts and premiums. Finally, we'll pull it all together by reconciling the conclusions from the valuation methods considered and used.

Pricing	Non-Member	Member
Buy One Clinic	\$550	\$495
Buy Two Clinics	\$1,045	\$940
Buy Three Clinics	\$1,485	\$1,337

Each Clinic includes five, two-hour webinars.

10 hours of CPE for each Clinic.

Each Clinic concludes with a Report Writing session where attendees learn how to apply learned concepts and present information required in written business valuation reports.



Finally... an affordable E&O policy created with NACVA for its members

Primus Assurance Group™ (PAG™), in collaboration with the National Association of Certified Valuators and Analysts™ (NACVA®), has designed professional liability errors and omissions (E&O) insurance coverage for business valuation and litigation professionals. This program offers **maximum protection**, plus a **special discount** specifically for NACVA members.

WHY DO I NEED E&O COVERAGE?

"I'm new to the profession and not sure if I need coverage"

As a professional, you'll want to make sure you are credible and have professional liability insurance. You'll also increase your credibility with your referral sources, who are likely cautious about referring work out to professionals who carry no insurance coverage. The cost benefit of this new policy, with the special discount, gives immediate credibility.

"I already have coverage with our existing policy"

It's worth checking the "fine print" to ask your current provider to clarify the Definition of Professional Services. In many cases, these policies may have been adjusted to not cover business valuation and related functions, so the Definition offers little to no coverage.

"E&O insurance is expensive"

In fact, coverage for business valuation and litigation professionals is less expensive than typical E&O policies because it incorporates into it the fact that these services are a lower risk than traditional E&O policy coverage.

Estimate Your Premium For a \$1,000,000 E&O Policy	
Your Revenues	Premium
Up to \$180,000	\$1,900
\$250,000	\$2,500
\$500,000	\$4,300
\$750,000	\$5,600
\$1,000,000	\$6,900
\$1,000,000+	Request Quote

Payment plan options available.
Premiums above are subject to state specific surplus lines taxes and fees.



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Coverage highlights:

- Wide range of limits & deductibles available
- Provided by insurance company rated "A" Excellent by A.M. Best
- Matching retroactive/prior acts dates



QUICKREAD

HEAR IT HERE...FIRST!®—NEWS FOR THE FINANCIAL CONSULTANT



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Readers of the weekly *QuickRead*™ will come to appreciate it as a primary source for current news and information highlights in areas of interest to the accounting and financial consulting profession, and of immediate use in their practice.

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- Financial Forensics
- Healthcare Consulting
- Federal and State Case Law
- Practice Management
- Tax—Gift and Estate

Each issue also features training segments, including a Video of the Month, a QuickTip of the Month, and upcoming live and webinar training opportunities.

Consultants' Training Institute (CTI) Administrative Information

Seminar Cancellations

There is no charge to reschedule your training. Cancellations received in writing two weeks prior to the first day of the seminar will be eligible for a prompt refund. A \$100 administration fee will be charged for three or more days' registration at a CTI and \$50 for all other seminar registrations. If requesting a "refund," any credit vouchers and/or Pacesetter Points® applied to the original purchase will be forfeited. Cancellations received less than two weeks prior to the first day of the scheduled event (and no-shows) will be issued, upon request, a credit which may be used toward a CTI seminar, conference, self-study course, or product sold by NACVA. If requesting a "credit," any credit vouchers and/or Pacesetter Points applied to the original purchase will be added back to the purchaser's account for future use. There are no exceptions to this policy.

Trademarks

The National Association of Certified Valuators and Analysts, NACVA, Consultants' Training Institute, CTI, Certified Valuation Analyst, CVA, Financial Forensics Institute, FFI, Master Analyst in Financial Forensics, MAFF, Accredited in Business Appraisal Review, ABAR, Forensic Accounting Academy, Advanced Forensic Accounting Clinic, Business Valuation Accelerator, Financial Forensics Academy, AIEWE, Pacesetter, Around the Valuation World, Appraisal Database and Mentoring Services, ADAM, Hear it Here...First!, The Truth, the Whole Truth, and Nothing But Persuasion, Risk Management Masters, Comprehensive Valuation Tools Kit, *The*

Value Examiner, Business Valuation Manager, Business Valuation Report Writer, KeyValueData, Institute of Business Appraisers, IBA, Certified Business Appraiser, CBA, Primus Assurance Group, PAG, *QuickRead*, *National Litigation Consultants' Review*, and We Establish, Build, Protect and Defend Value are trademarks of the National Association of Certified Valuators and Analysts. All other trademarks are the property of their respective owners.

Complaints and Refunds

For information regarding administrative policies such as complaints and refunds, call our director of Member Services: (801) 486-0600.

Instructor Changes

The CTI reserves the right to change instructors at any time should circumstances dictate. Our policy is to screen potential instructors carefully, ensuring that each one chosen possesses substantial field experience as well as a teaching or presenting background. All instructors are evaluated by our attendees, and future teaching assignments are made based upon these evaluations. From time to time, the CTI will introduce a new instructor to co-teach a course, but our policy is always to carefully pre-screen them and, where feasible, gradually integrate new instructors so you are assured of receiving the best instruction in the country in each discipline taught. Obviously, we cannot guarantee that every attendee will be totally satisfied with every presenter, but every effort is made to ensure the competence of each instructor. Under no circumstances, however, can CTI refund course fees should an attendee be dissatisfied with his or her instructor.

Hotel Accommodations

The CTI has negotiated and blocked accommodations at each CTI location (rooming blocks are limited). Hotel rooms are based on availability. Your registration confirmation will include details for lodging and other specifics, including event time schedule, locations of nearest airport, prerequisites (when applicable), etc. If your registration falls close to the date of the scheduled event, call CTI for hotel information.

Refund Policy for Airfare at CTI

No refunds will be given for airfares on a CTI event that is canceled for any reason. However, if an individual does not request a refund of training fees for the canceled event, electing to apply his or her fee to a subsequent offering of the event, we will issue a refund of 200 percent of the airline change fee for one airline only to travel to and from the subsequent offering of the event, not to exceed \$300. (Proof of the expense for the airline change fee must be provided.) Where airfare change fee refunds are given, no refund for the canceled event will subsequently be given for any reason, and the funds retained by CTI may only be used/applied toward a subsequent CTI training event.

NASBA Sponsorship

The Consultants' Training Institute (CTI) is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be submitted to the National Registry of CPE Sponsors through its website: www.learningmarket.org.



Consultants' Training Institute Order and Registration Form

Name: _____ Designations: _____ NACVA/IBA Member #: _____
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I Would Like to Register for the Following CTI Webinar or Live Classroom Session(s):

<u>COURSE NAME</u>	<u>LOCATION & DATE</u>	<u>PRICE</u>
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TOTAL PRICE BEFORE DISCOUNTS \$ _____

Early Payment Discount [indicate here] _____ % \$ < _____ >

BUSINESS VALUATION CERTIFICATION AND TRAINING SELF-STUDY (add \$10 for each course for shipping; \$40 for the full package)

Package Pricing (describe which one—see page 8): _____ \$ _____

Individual Self-Study Courses or Product Purchase:

<u>Name of Course or Product</u>	<u>Price</u>	<u># of CPE Exams X \$85 Each</u>	
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Case Analysis in Person (or by Phone) (fee: \$225; **not subject to member or early payment discount**) (a convenient way for credentialed members of NACVA to receive 12 “bonus” points toward recertification; 2 hours CPE) \$ _____

Exam Purchase (describe): _____ \$ _____

GRAND TOTAL PRICE INCLUDING DISCOUNTS \$ _____

* National Association of Certified Valuers and Analysts

† Institute of Business Appraisers

PAYMENT OPTIONS:		AMOUNT DUE:
<input type="checkbox"/> Check # _____	Financial Institution Information	\$ _____
<input type="checkbox"/> eCheck (ACH)	Type of Account: <input type="checkbox"/> Checking <input type="checkbox"/> Savings	
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Card Information		Mail:
<input type="checkbox"/> Visa Type: _____	Card Number: _____ EXP Date: ____/____	5217 South State Street, Suite 400
<input type="checkbox"/> MasterCard <input type="checkbox"/> Credit	Billing Address (<input type="checkbox"/> Same, or): _____	Salt Lake City, UT 84107
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By signing this form, you authorize the National Association of Certified Valuers and Analysts (NACVA), Consultants' Training Institute (CTI), or Institute of Business Appraisers (IBA) to charge your account for the amount indicated above. NACVA, CTI, or IBA can also initiate credit entries to the customer's account in the event a credit or correction entry is due. In addition, your signature will authorize NACVA, CTI, or IBA to confirm the above information via e-mail and/or fax, if necessary, and authorize NACVA, CTI, or IBA to use either medium for future communication. NACVA, CTI, or IBA will not disclose or share this information with third parties to secure confidentiality.		Register by Phone:
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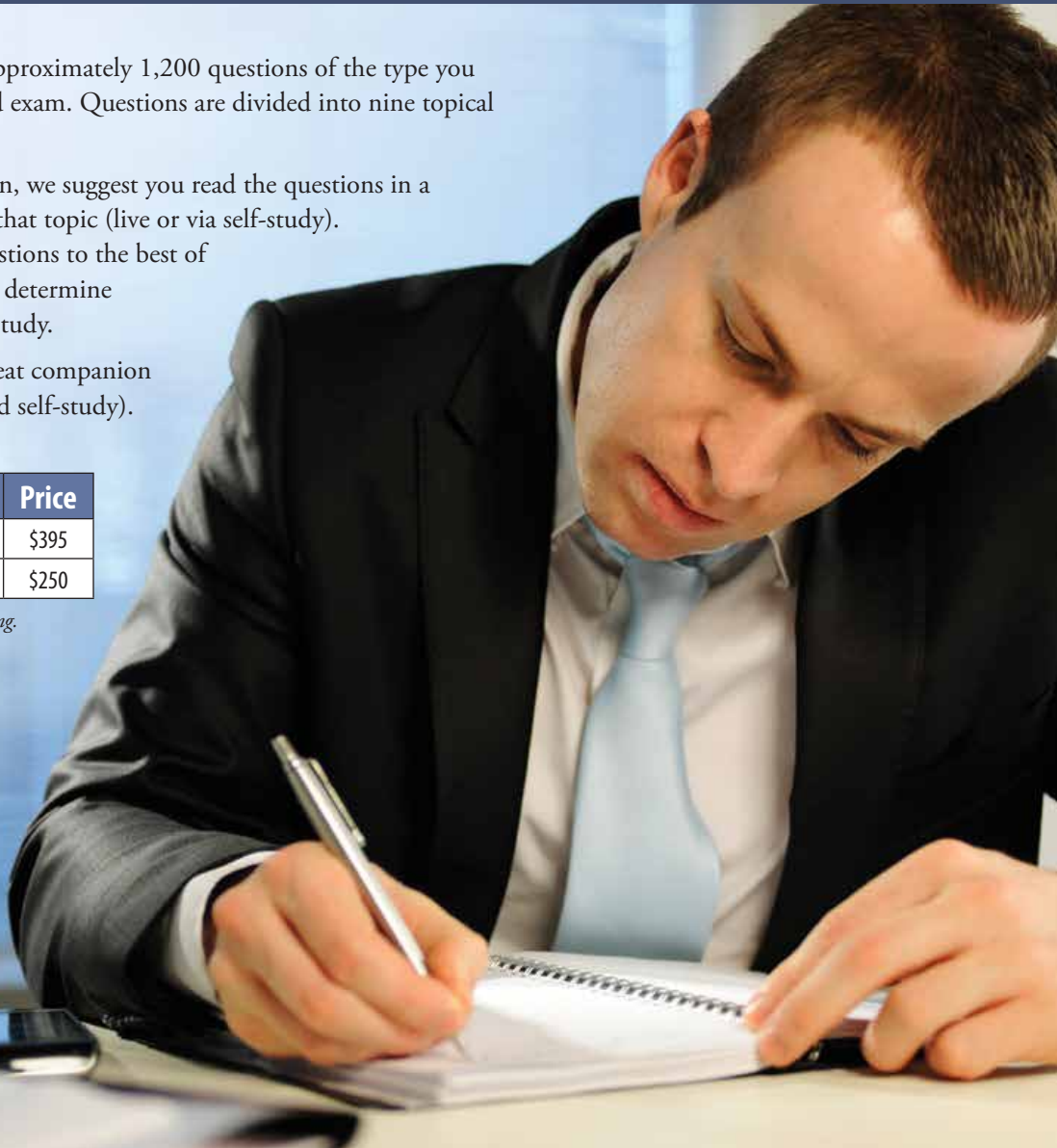
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