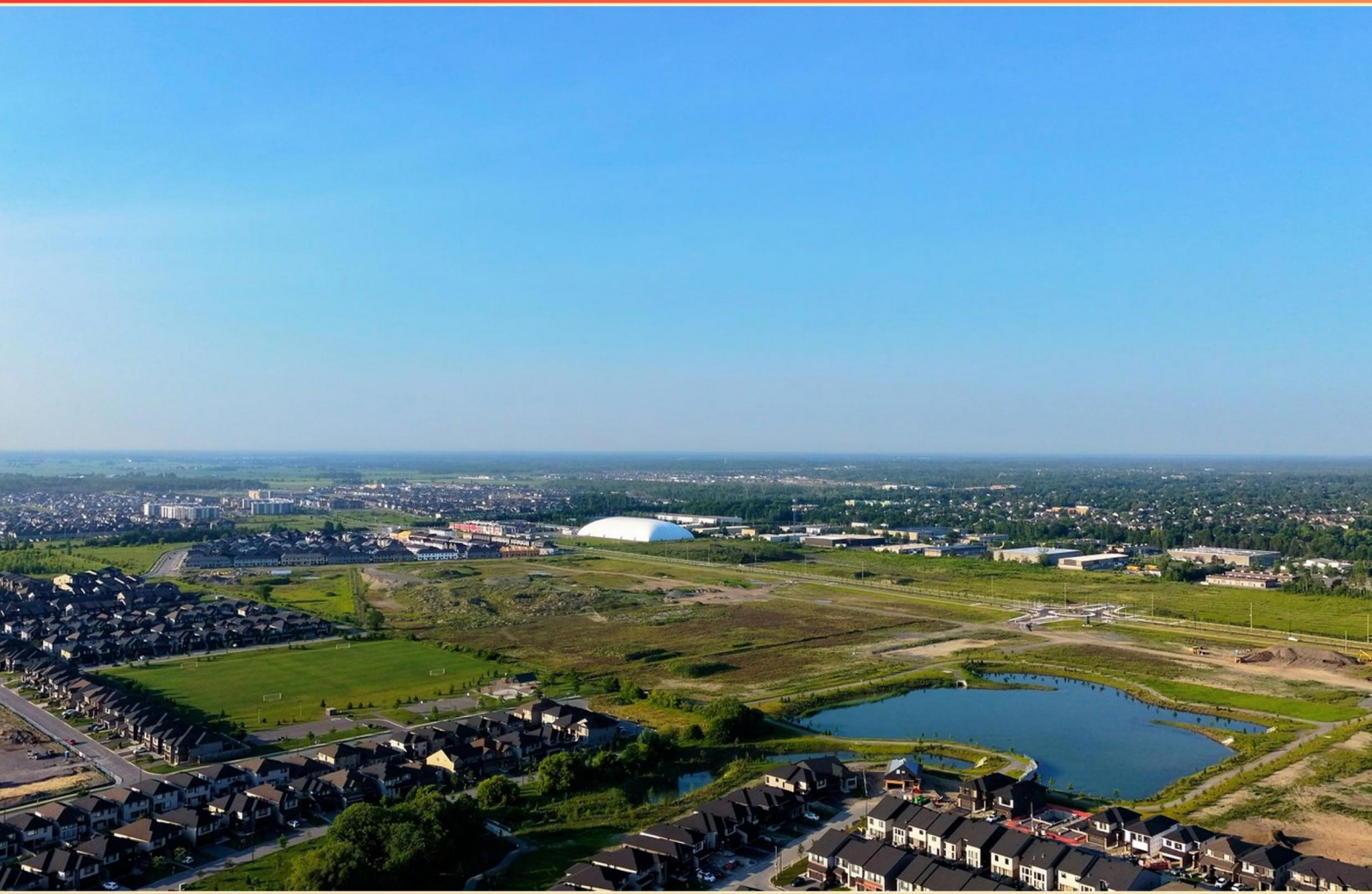


GEORGIA COMMUNITY ASSOCIATION MANAGER (CAM) LICENSE PRACTICE EXAM (SAMPLE) STUDY GUIDE



SAMPLE STUDY GUIDE WITH LIMITED QUESTIONS

**VISIT US ONLINE FOR
THE FULL VERSION STUDY GUIDE**

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Introduction

Preparing for a certification exam can feel overwhelming, but with the right tools, it becomes an opportunity to build confidence, sharpen your skills, and move one step closer to your goals. At Examzify, we believe that effective exam preparation isn't just about memorization, it's about understanding the material, identifying knowledge gaps, and building the test-taking strategies that lead to success.

This guide was designed to help you do exactly that.

Whether you're preparing for a licensing exam, professional certification, or entry-level qualification, this book offers structured practice to reinforce key concepts. You'll find a wide range of multiple-choice questions, each followed by clear explanations to help you understand not just the right answer, but why it's correct.

The content in this guide is based on real-world exam objectives and aligned with the types of questions and topics commonly found on official tests. It's ideal for learners who want to:

- Practice answering questions under realistic conditions,
- Improve accuracy and speed,
- Review explanations to strengthen weak areas, and
- Approach the exam with greater confidence.

We recommend using this book not as a stand-alone study tool, but alongside other resources like flashcards, textbooks, or hands-on training. For best results, we recommend working through each question, reflecting on the explanation provided, and revisiting the topics that challenge you most.

Remember: successful test preparation isn't about getting every question right the first time, it's about learning from your mistakes and improving over time. Stay focused, trust the process, and know that every page you turn brings you closer to success.

Let's begin.

How to Use This Guide

This guide is designed to help you study more effectively and approach your exam with confidence. Whether you're reviewing for the first time or doing a final refresh, here's how to get the most out of your Examzify study guide:

1. Start with a Diagnostic Review

Skim through the questions to get a sense of what you know and what you need to focus on. Your goal is to identify knowledge gaps early.

2. Study in Short, Focused Sessions

Break your study time into manageable blocks (e.g. 30 – 45 minutes). Review a handful of questions, reflect on the explanations.

3. Learn from the Explanations

After answering a question, always read the explanation, even if you got it right. It reinforces key points, corrects misunderstandings, and teaches subtle distinctions between similar answers.

4. Track Your Progress

Use bookmarks or notes (if reading digitally) to mark difficult questions. Revisit these regularly and track improvements over time.

5. Simulate the Real Exam

Once you're comfortable, try taking a full set of questions without pausing. Set a timer and simulate test-day conditions to build confidence and time management skills.

6. Repeat and Review

Don't just study once, repetition builds retention. Re-attempt questions after a few days and revisit explanations to reinforce learning. Pair this guide with other Examzify tools like flashcards, and digital practice tests to strengthen your preparation across formats.

There's no single right way to study, but consistent, thoughtful effort always wins. Use this guide flexibly, adapt the tips above to fit your pace and learning style. You've got this!

Questions

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- 1. What must be included in a proxy for a proxy-holder to transfer authority to another person?**
 - A. A specific delegation of authority language
 - B. Notification to the association board
 - C. A witness signature
 - D. Approval from the meeting chair
- 2. If a GCA/POAA lien is wiped out by a tax or lender foreclosure, what is one available option for the association?**
 - A. Sue the previous owners personally
 - B. Increase dues for all members
 - C. Sell the property to cover losses
 - D. Automatically write off all debt
- 3. What is required for a termination agreement to be valid when terminating a GCA?**
 - A. A simple majority
 - B. A unanimous vote
 - C. A vote by 4/5 of owners
 - D. No vote is required
- 4. What might happen after a lender foreclosure regarding the association's lien?**
 - A. The association retains priority
 - B. The association lien is extinguished
 - C. The association receives immediate payment
 - D. No impact on the association's financial interests
- 5. What is required for directors to pass a vote outside of a meeting?**
 - A. Majority oral agreement
 - B. Unanimous written consent
 - C. A verbal agreement over the phone
 - D. A social media approval chain

- 6. Which task is typically handled by the Secretary of a community association?**
- A. Conduct financial audits
 - B. Oversee community maintenance
 - C. Keep minutes of all board and membership meetings
 - D. Preside over the association meetings
- 7. What fraction of the membership vote is required for an association to proceed with a lawsuit under the Right to Repair Act?**
- A. 1/2
 - B. 2/3
 - C. 3/4
 - D. 1/3
- 8. What should the board do when encountering a sensitive topic in an open board meeting?**
- A. Continue the discussion with all members present
 - B. Conclude all open business and move to executive session
 - C. Postpone the meeting until a later date
 - D. Conduct a vote among members present for discussion
- 9. How long is a judgment lien, like a FiFa, enforceable from the date of judgment?**
- A. 5 years
 - B. 7 years
 - C. 10 years
 - D. 3 years
- 10. What is typically included in the maintenance section of the Association Turnover Checklist?**
- A. Insurance policies
 - B. Minute books
 - C. As-builts and warranties
 - D. Marketing materials

Answers

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1. A
2. A
3. C
4. B
5. B
6. C
7. B
8. B
9. B
10. C

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Explanations

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1. What must be included in a proxy for a proxy-holder to transfer authority to another person?

- A. A specific delegation of authority language**
- B. Notification to the association board
- C. A witness signature
- D. Approval from the meeting chair

A proxy must include specific delegation of authority language to ensure that the proxy-holder has the clear and explicit permission to transfer authority to another individual. This language outlines the extent of the authority being transferred and clarifies what actions the new proxy-holder is authorized to take on behalf of the original member. Without this precise wording, the validity of the proxy could be questioned, leading to potential issues during the voting process or when making decisions at meetings. The requirement for specific delegation is critical for maintaining transparency and accountability in community governance. It protects the interests of all parties involved by making sure that any transfer of authority is explicitly documented and understood, reducing the chances of misunderstandings or misappropriation of authority.

2. If a GCA/POAA lien is wiped out by a tax or lender foreclosure, what is one available option for the association?

- A. Sue the previous owners personally**
- B. Increase dues for all members
- C. Sell the property to cover losses
- D. Automatically write off all debt

The option to sue the previous owners personally is a viable course of action for the association when a Georgia Community Association (GCA) or Property Owners' Association (POAA) lien has been eliminated due to a tax or lender foreclosure. When a lien is wiped out, the association loses its claim to collect those past dues through the property. However, the previous owners can still be held personally responsible for the debt they accrued while owning the property. This legal approach allows the association to seek remedies through the court to recover the money owed, even after losing the lien priority. Pursuing a lawsuit against the former owners can be an important step in recovering funds needed for the association's expenses and maintaining its financial health. This path underscores the principle of personal liability where owners remain accountable for their obligations, irrespective of the property's current status. The other options may seem advantageous but don't provide the same direct recourse to recover losses incurred from the wiped-out lien. Increasing dues may spread the financial burden among current owners but doesn't directly address the lost revenue from the prior owners. Selling the property is unlikely or impractical, as the property has already been foreclosed and is not owned by the association. Writing off all debt automatically disregards the association's entitlement to

3. What is required for a termination agreement to be valid when terminating a GCA?

- A. A simple majority
- B. A unanimous vote
- C. A vote by 4/5 of owners**
- D. No vote is required

For a termination agreement related to a Georgia community association (GCA) to be valid, it often requires a specific voting threshold to ensure that the decision reflects the will of the community members. In this case, a vote by four-fifths (or 80%) of the owners is necessary. This high percentage is designed to protect the interests of all stakeholders within the community, ensuring that a significant majority agrees to the termination, which can have substantial implications for the community's governance and operations. Reaching a four-fifths majority fosters a sense of collective agreement among the community members and minimizes the risk of discord arising from decisions that do not command a strong consensus. It ensures that essential changes, such as the termination of the GCA, are supported by an overwhelming majority, allowing for greater stability and trust within the community. Other voting mechanisms, such as a simple majority or a unanimous vote, do not fulfill the legal requirements as specified for this context. A simple majority could lead to decisions being made with less than half of the membership's backing, which could be seen as insufficient representation. Likewise, a unanimous vote may be impractical, given that it requires complete agreement from all members, which can be exceedingly difficult to achieve. Similarly, stating

4. What might happen after a lender foreclosure regarding the association's lien?

- A. The association retains priority
- B. The association lien is extinguished**
- C. The association receives immediate payment
- D. No impact on the association's financial interests

The correct answer indicates that the association's lien is extinguished following a lender foreclosure. When a property goes into foreclosure, the lender typically takes possession of the property free of any subordinate liens. This means that the association's lien, which may have been placed on the property for unpaid dues or assessments, loses its standing and is effectively wiped out if the association lien does not hold priority over the mortgage. The reason for this is based on the principle that a foreclosure proceeding relinquishes any lower-ranking liens attached to the property at that time. Consequently, the association cannot claim any payment from the proceeds of the sale and must pursue other avenues to recover any unpaid dues from the owner or, if applicable, the new owner after the foreclosure. Understanding this scenario is critical for associations as it impacts their ability to recover costs associated with maintenance and services provided to the property.

5. What is required for directors to pass a vote outside of a meeting?

- A. Majority oral agreement
- B. Unanimous written consent**
- C. A verbal agreement over the phone
- D. A social media approval chain

In the context of governance for community associations, unanimous written consent is required for directors to pass a vote outside of a formal meeting. This process ensures that all board members endorse the decision, creating a documented agreement that reflects their collective consent. The necessity for unanimous agreement protects the rights of all directors and promotes transparency within the board's operations. It ensures that every member has had an opportunity to review the proposal and provide input before a binding vote is established. By obtaining a written record of consent, the association can also mitigate misunderstandings and disputes that may arise from informal discussions or verbal agreements. Other options, while reflecting different forms of agreement, do not meet the legal requirements for making decisions outside of a formal meeting setting. Majority oral agreements, verbal agreements over the phone, or social media approval chains lack the necessary formality and documentation that are critical for such votes in the context of community association governance.

6. Which task is typically handled by the Secretary of a community association?

- A. Conduct financial audits
- B. Oversee community maintenance
- C. Keep minutes of all board and membership meetings**
- D. Preside over the association meetings

The task typically handled by the Secretary of a community association is to keep minutes of all board and membership meetings. This responsibility is essential for ensuring accurate documentation of discussions, decisions, and actions taken during meetings, serving as a historical record for the association. Minutes help maintain transparency and accountability within the association, allowing members to reference what transpired during previous gatherings. Accurate minute-taking is key for fostering effective communication among members and can assist in resolving disputes by providing a factual account of meetings. This function is distinct from other roles within the association, which often focus on financial oversight, maintenance management, or meeting facilitation. In community associations, the Secretary plays a vital role in maintaining organizational coherence by managing documentation related to governance, further emphasizing the importance of record-keeping in the overall administration of community affairs.

7. What fraction of the membership vote is required for an association to proceed with a lawsuit under the Right to Repair Act?

- A. 1/2
- B. 2/3**
- C. 3/4
- D. 1/3

The requirement for a fraction of the membership vote to initiate a lawsuit under the Right to Repair Act is set at two-thirds. This reflects the need for a significant level of consensus among the members of the association before proceeding with legal action that can often be costly and involve serious implications for the community. Achieving a two-thirds majority ensures that a substantial portion of the membership supports the decision, which helps to legitimize the action and reflects a broader agreement among members regarding the necessity to address construction defects or significant repair needs as outlined in the Act. This high threshold encourages careful consideration and fosters unity in decision-making within community associations.

8. What should the board do when encountering a sensitive topic in an open board meeting?

- A. Continue the discussion with all members present
- B. Conclude all open business and move to executive session**
- C. Postpone the meeting until a later date
- D. Conduct a vote among members present for discussion

When the board encounters a sensitive topic during an open board meeting, the recommended course of action is to conclude all open business and move to executive session. This is crucial because sensitive issues may involve confidential matters such as legal issues, personnel matters, or financial disclosures that are not appropriate for public discussion. An executive session allows the board to deliberate privately about such topics without the presence of non-board members. This maintains the confidentiality and integrity of the discussion while ensuring that the necessary decisions can still be made responsibly. By moving to executive session, the board can address the sensitive issue thoroughly and thoughtfully, protecting the interests of the community and those involved in the discussion. Other options, such as continuing the discussion with all members present or conducting a vote among members, could risk exposing sensitive information to the public, which is neither appropriate nor advisable. Postponing the meeting might also cause unnecessary delays in addressing important community matters, just compounding the issue rather than resolving it promptly through a confidential and focused discussion.

9. How long is a judgment lien, like a FiFa, enforceable from the date of judgment?

- A. 5 years
- B. 7 years**
- C. 10 years
- D. 3 years

A judgment lien, such as a FiFa (Fi.Fa. stands for "fieri facias," which is a legal term for a type of writ of execution), is enforceable for a period of seven years from the date of the judgment in Georgia. This duration is established by the state's laws regarding the enforcement of judgments, which stipulate that after the expiration of this time frame, the lien may no longer be legally enforced unless specific actions are taken to extend it. This seven-year enforcement period gives the creditor a defined time frame to seek satisfaction of the judgment through execution against the debtor's assets. If the lien is not enforced within this period, the creditor may lose their ability to collect on that judgment in an enforceable manner, unless they obtain a renewal of the judgment before it expires. Understanding the duration of a judgment lien is crucial for community association managers to properly navigate financial matters and ensure that the association's interests are protected in collections and enforcement actions.

10. What is typically included in the maintenance section of the Association Turnover Checklist?

- A. Insurance policies
- B. Minute books
- C. As-builts and warranties**
- D. Marketing materials

The maintenance section of the Association Turnover Checklist typically includes as-builts and warranties because these documents provide essential information about the construction and maintenance of the community's physical assets. As-builts are detailed drawings that show the actual construction and arrangements of various components, which are crucial for understanding the layout and any deviations from the original plans. Warranties detail the duration of coverage for various materials and systems within the community, ensuring that the Association knows what is covered and what maintenance or repairs may be needed in the future. Having this information readily available allows the community association to effectively manage and maintain the property, ensuring that all systems are operating under the terms of warranty and that any necessary upkeep can occur promptly. This section is vital for the successful transition of responsibilities from the developer to the community association and fosters informed decision-making regarding ongoing maintenance and potential repairs. In contrast, insurance policies and minute books provide important records but are not directly related to the physical maintenance of the community's infrastructure. Marketing materials focus on promoting the community rather than on operational management, making them irrelevant in the context of maintenance. Thus, as-builts and warranties are integral to maintaining the condition and functionality of the association's physical assets.

Next Steps

Congratulations on reaching the final section of this guide. You've taken a meaningful step toward passing your certification exam and advancing your career.

As you continue preparing, remember that consistent practice, review, and self-reflection are key to success. Make time to revisit difficult topics, simulate exam conditions, and track your progress along the way.

If you need help, have suggestions, or want to share feedback, we'd love to hear from you. Reach out to our team at hello@examzify.com.

Or visit your dedicated course page for more study tools and resources:

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We wish you the very best on your exam journey. You've got this!

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