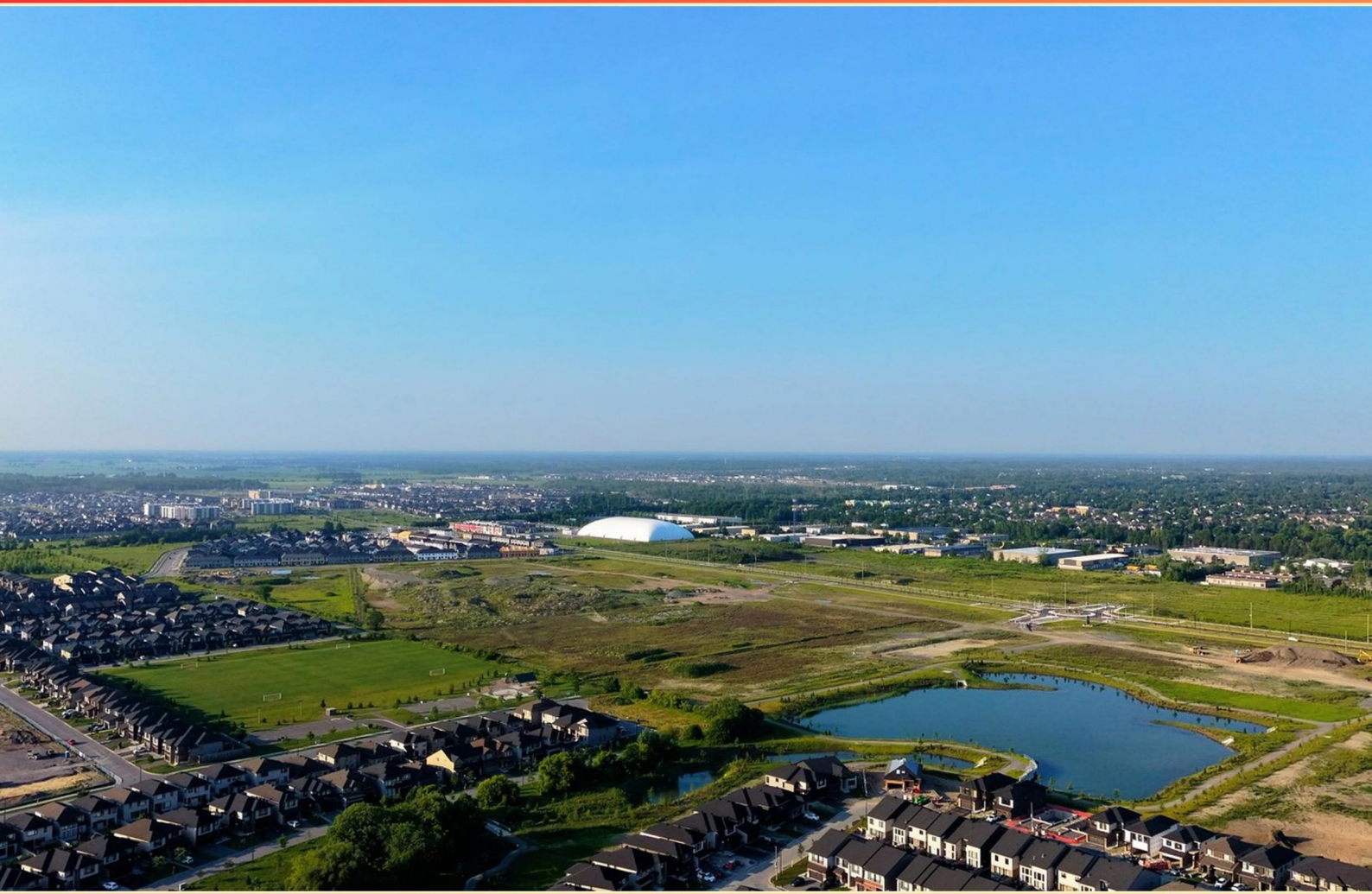


GEORGIA COMMUNITY ASSOCIATION MANAGER (CAM) LICENSE PRACTICE EXAM (SAMPLE) STUDY GUIDE



SAMPLE STUDY GUIDE WITH LIMITED QUESTIONS

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

<https://georgiacamllicense.examzify.com>



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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 happen if people start to leave a meeting after a quorum has been established in a GCA?**
 - A. The meeting must be adjourned
 - B. Voting can continue as per established quorum at the start
 - C. The meeting needs to be reconvened
 - D. New notices must be sent out
- 2. What is the required notice period for an annual meeting in a GCA or POAA?**
 - A. 10 to 20 days
 - B. 21 to 60 days
 - C. 30 to 90 days
 - D. 45 to 75 days
- 3. Which of the following can the Georgia Real Estate Commission do?**
 - A. Design new property developments
 - B. Issue or deny real estate licenses
 - C. Create mandatory community service requirements
 - D. Establish home ownership regulations
- 4. What is an important task that a Community Association Manager might perform regarding vendors?**
 - A. Create vendor contracts
 - B. Identify vendors and handle the bidding process
 - C. Directly negotiate salaries
 - D. Develop policies for vendor relations
- 5. What does it mean if a proxy is considered "directed"?**
 - A. The holder must vote according to the giver's instructions
 - B. The proxy expires immediately after the meeting
 - C. The proxy can be used only once
 - D. The proxy holder only receives partial voting rights

6. What generally needs to be recorded with a deed for it to be enforceable?

- A. The seller's license number
- B. The buyer's financial statements
- C. Witness signatures and notary public verification
- D. Proof of property inspection

7. What is the filing deadline for 1099 Forms with the IRS?

- A. By the end of January
- B. By the end of February
- C. By the end of December
- D. By the end of March

8. What must a broker obtain before selling real estate in a community they also manage?

- A. Written approval from current brokerage
- B. Verbal approval from the clients
- C. Written permission from clients
- D. None, they can operate freely

9. Which tax rate applies to corporations using Form 1120?

- A. 15%
- B. 20%
- C. 21%
- D. 30%

10. What triggers the calling of a special meeting in a community association?

- A. A random drawing of members
- B. The need for a specific purpose that arises between annual meetings
- C. A yearly evaluation of community projects
- D. The end of a fiscal year

Answers

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

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Explanations

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1. What must happen if people start to leave a meeting after a quorum has been established in a GCA?

- A. The meeting must be adjourned
- B. Voting can continue as per established quorum at the start**
- C. The meeting needs to be reconvened
- D. New notices must be sent out

In the context of a Georgia Community Association meeting, once a quorum has been established, the meeting can continue to conduct business, including voting, as per the established quorum at the start of the meeting. A quorum is the minimum number of members required to validate the proceedings of the meeting, and as long as this minimum number is met at the beginning, decisions made during the meeting remain valid even if some members leave afterward. This understanding is crucial because it allows the meeting to efficiently progress without the necessity of reconvening or restarting the process every time members decide to leave. It promotes practicality in governance, ensuring that community boards can efficiently make decisions without being indefinitely hamstrung by fluctuating attendance. In this scenario, while it might be true that a meeting could be adjourned or reconvened at a later date, or that new notices might be necessary for a rescheduled meeting, these actions are not required if the original quorum still holds throughout the meeting's proceedings when the votes are taken. Therefore, voting can proceed based on the quorum established at the beginning, which reinforces the effectiveness of governance in community association meetings.

2. What is the required notice period for an annual meeting in a GCA or POAA?

- A. 10 to 20 days
- B. 21 to 60 days**
- C. 30 to 90 days
- D. 45 to 75 days

The required notice period for an annual meeting in a Georgia Community Association (GCA) or a Property Owners Association Act (POAA) is specifically established to ensure that all members of the association have adequate time to prepare for and participate in the meeting. The correct notice period of 21 to 60 days provides a reasonable timeframe for association members to receive important information regarding the meeting, understand the agenda items, and make arrangements to attend. This timeframe is designed to promote transparency and engagement among members, allowing them to review any proposals or issues that will be discussed and to consider their votes on those items. A longer notice period helps to facilitate better communication within the community and encourages active participation, which is essential in maintaining effective governance within associations.

3. Which of the following can the Georgia Real Estate Commission do?

- A. Design new property developments
- B. Issue or deny real estate licenses**
- C. Create mandatory community service requirements
- D. Establish home ownership regulations

The correct answer is that the Georgia Real Estate Commission has the authority to issue or deny real estate licenses. This function is a core responsibility of the Commission, which was established to regulate the real estate industry in Georgia and ensure that individuals entering the field meet specific qualifications and standards. By issuing licenses, the Commission maintains a level of oversight that helps to protect consumers and maintain integrity within the profession. The creation of licensing requirements, including testing and educational prerequisites, falls squarely within the Commission's regulatory powers, allowing them to uphold the profession's standards. The other options do not align with the Commission's functions. Designing new property developments is typically the domain of urban planners or private developers, not a regulatory commission. Creating mandatory community service requirements is outside the Commission's scope, as it's not concerned with community service policies. Establishing home ownership regulations also does not fall under the Commission's mandate, as it focuses more on the licensing of real estate professionals rather than broader regulations on property ownership.

4. What is an important task that a Community Association Manager might perform regarding vendors?

- A. Create vendor contracts
- B. Identify vendors and handle the bidding process**
- C. Directly negotiate salaries
- D. Develop policies for vendor relations

Identifying vendors and handling the bidding process is a crucial task for a Community Association Manager (CAM) because it ensures that the community receives quality services at competitive prices. This involves researching and selecting potential vendors who can provide necessary services, such as landscaping, maintenance, or security. By managing the bidding process, the CAM can invite various vendors to submit proposals and evaluate them based on factors like cost, experience, reliability, and quality of service. This process is important not only for financial reasons but also to ensure that the needs of the community are met effectively. A well-managed bidding process fosters transparency and accountability, allowing the association to make informed decisions that benefit its members. It also helps establish relationships with multiple vendors, which can be advantageous for future service needs and negotiations. While creating vendor contracts, negotiating salaries, and developing policies for vendor relations are also important tasks, they typically come after the initial step of identifying and evaluating vendors through the bidding process. Thus, the primary responsibility of facilitating the vendor selection process is essential in a CAM's role.

5. What does it mean if a proxy is considered "directed"?

- A. The holder must vote according to the giver's instructions**
- B. The proxy expires immediately after the meeting
- C. The proxy can be used only once
- D. The proxy holder only receives partial voting rights

A directed proxy means that the individual who holds the proxy is obligated to vote in accordance with the instructions provided by the person who granted the proxy. This ensures that the wishes of the proxy giver are followed precisely during the voting process. In many community association meetings, proxy votes are used to ensure that all members can express their vote even if they cannot attend the meeting in person. When a proxy is directed, it signifies that the member has specific preferences on how their vote should be cast, reinforcing accountability and adherence to the member's expressed desires. The other selections describe different circumstances regarding proxies but do not align with the definition of a directed proxy. For example, while a proxy can indeed expire after a meeting, that does not pertain specifically to whether it is directed or not. Similarly, the concept of a proxy being usable only once or the holder receiving partial voting rights also does not apply to the definition of a directed proxy.

6. What generally needs to be recorded with a deed for it to be enforceable?

- A. The seller's license number
- B. The buyer's financial statements
- C. Witness signatures and notary public verification**
- D. Proof of property inspection

For a deed to be enforceable, it typically requires the presence of witness signatures and verification by a notary public. This process adds a layer of authenticity and legal acknowledgment to the transaction. Witness signatures help establish that the signing parties were present and agreed to the terms of the deed, while notary public verification provides an impartial confirmation that the signatures are genuine and that the individuals involved were indeed who they claimed to be. This combination enhances the legal standing of the deed, making it more difficult for any disputes regarding authenticity or consent to arise in the future. The other options do not fulfill the requirements that directly contribute to a deed's legal enforceability. For example, the seller's license number is not a requirement for the deed itself; it pertains more to the professional credentials of the person selling the property. Buyer financial statements are related to the buyer's ability to purchase but do not affect the deed's enforceability. Lastly, proof of property inspection may be important for the transaction but is not a legal requirement that affects the deed's enforceability.

7. What is the filing deadline for 1099 Forms with the IRS?

- A. By the end of January
- B. By the end of February**
- C. By the end of December
- D. By the end of March

The filing deadline for 1099 Forms with the IRS is by the end of February. This timing is important for various types of income reporting, such as non-employee compensation paid to independent contractors. The requirement typically mandates that these forms be submitted to the IRS by the last day of February if filed on paper. If filing electronically, the deadline is extended to the end of March. However, for the specific inquiry about the deadline with the IRS, the end of February is the correct timing for those 1099 forms that are not filed electronically. Understanding these deadlines is crucial for compliance and accurate reporting. Failing to submit the forms on time can result in penalties, making it essential for community association managers to keep this timeline in mind during the tax season. Additionally, staying informed about the nuances of filing—especially between paper and electronic submissions—helps ensure proper adherence to IRS regulations.

8. What must a broker obtain before selling real estate in a community they also manage?

- A. Written approval from current brokerage**
- B. Verbal approval from the clients
- C. Written permission from clients
- D. None, they can operate freely

The requirement for a broker to obtain written approval from their current brokerage before selling real estate in a community they manage is rooted in the principles of ethical practice and conflict of interest management. This formal written approval ensures that the broker maintains transparency with their brokerage and adheres to the policies set forth by their employer. In scenarios where a broker sidesteps the need for this approval, they might unintentionally create a conflict of interest or violate company policy, which could lead to complications or ethical concerns. Written approval acts as a safeguard for both the broker and the brokerage, confirming that the transaction aligns with the company's interests and standards. Furthermore, maintaining such communication helps ensure that all transactions are properly documented and that any commission agreements or obligations to the brokerage are upheld. This protects not only the broker's interests but also safeguards client relationships by ensuring that all parties are informed and consent to the actions being taken. In summary, obtaining written approval is a crucial step that aligns with best practices in real estate management and ethical governance in the industry.

9. Which tax rate applies to corporations using Form 1120?

- A. 15%
- B. 20%
- C. 21%**
- D. 30%

The tax rate that applies to corporations using Form 1120 is 21%. This rate was established by the Tax Cuts and Jobs Act (TCJA) in 2017, which significantly lowered the corporate tax rate from previous levels. Under this law, corporations are taxed at a flat rate of 21% on their taxable income. This change was intended to promote economic growth by making U.S. corporations more competitive globally, as prior tax rates had created disparities in tax liability compared to other countries. Understanding the corporate tax rate is essential for community association managers, especially when dealing with budgeting and financial planning for associations that may have incorporated entities or need to be aware of taxation on their activities. The other options reflect previous tax brackets or higher historical rates, which are no longer applicable after the tax reform changes.

10. What triggers the calling of a special meeting in a community association?

- A. A random drawing of members
- B. The need for a specific purpose that arises between annual meetings**
- C. A yearly evaluation of community projects
- D. The end of a fiscal year

A special meeting in a community association is called when there is a need for discussion or action on a specific matter that cannot wait until the next scheduled annual meeting. This situation often arises due to unforeseen circumstances or urgent issues requiring immediate attention or member input. The ability to convene a special meeting ensures that members can address important matters promptly, keeping the community informed and involved in decision-making processes. In contrast, other options provided do not typically necessitate the calling of a special meeting. Random drawings of members, yearly evaluations of community projects, and the end of a fiscal year usually fall within the regular operations or scheduled meetings of a community association and do not signify an immediate need for a special gathering. Thus, specific purposes that arise between annual meetings are the driving factor that legitimizes the urgency and necessity of organizing a special meeting.

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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:

<https://georgiacamlicense.examzify.com>

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

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