

# Membership Application

## I. Contact Information (Please print or type)

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Country: \_\_\_\_\_

Telephone: \_\_\_\_\_ Facsimile: \_\_\_\_\_

Email: \_\_\_\_\_

Web Site: \_\_\_\_\_

Nature of Business: \_\_\_\_\_

Nature of Duties: \_\_\_\_\_

Date of Affiliation with Company: \_\_\_\_\_

Sole Owner

Partner

Employee:

Officer

## Home Address

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Country: \_\_\_\_\_

Telephone: \_\_\_\_\_ Facsimile: \_\_\_\_\_

Email: \_\_\_\_\_

## II. Professional Experience

Please list three previous business affiliations if different from above, including title, company, dates, nature of duties.

1. \_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_

• \_\_\_\_\_

3. \_\_\_\_\_

• \_\_\_\_\_

Please indicate professional organizations to which you presently belong and your activity with each.

[ ] ASA \_\_\_\_\_

[ ] ISA \_\_\_\_\_

[ ] Other: \_\_\_\_\_

### **III. Educational Background**

Please list educational background including colleges/universities, dates, degrees etc.

[ ] BA/BS/BFA \_\_\_\_\_

[ ] MA/MFA \_\_\_\_\_

[ ] PhD \_\_\_\_\_

[ ] Other \_\_\_\_\_

[ ] NYU Certificate Program \_\_\_\_\_ (year completed)

[ ] USPAP \_\_\_\_\_ (year/s completed)

[ ] Other \_\_\_\_\_

• \_\_\_\_\_

• \_\_\_\_\_

• \_\_\_\_\_

• \_\_\_\_\_

### **IV. Professional References and Sponsors**

Please list the name, title, company, address, telephone and email address of three professional references (required) and one sponsor (optional):

1. \_\_\_\_\_

• \_\_\_\_\_

2. \_\_\_\_\_

• \_\_\_\_\_

3. \_\_\_\_\_  
\_\_\_\_\_

Sponsor (must be a member of the Appraisers Association of America and may provide one of the three references):

1. \_\_\_\_\_  
\_\_\_\_\_

#### **V. Areas of Specialization**

Please list below up to six areas of specialization including sub-specialization in which you have expertise and are qualified to appraise, and in which you are applying for membership. Please see enclosed list of areas of specialization from which to select.

1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_  
4. \_\_\_\_\_  
5. \_\_\_\_\_  
6. \_\_\_\_\_

#### **VI. Appraisals**

Please submit photocopies of at least three sample appraisals that you have prepared for different purposes (i.e. donation, IRS, Insurance, etc.) for each category in which you wish to be admitted. Each appraisal submitted must contain at least 5 items examined for each category specified in the application.

All appraisals must be complete and dated appraisals prepared by you alone, or in conjunction with another appraiser, in which your contribution is clearly indicated to document your expertise in each category in which you wish to be recognized. All Appraisal reports submitted **must** be prepared using our Elements of a Correctly Prepared Appraisal.

You may obliterate the names of your client(s) to protect the confidential nature of these reports. Each appraisal should demonstrate your ability to evaluate several significant items in each category in which you wish to be recognized.

#### **VII. Certified Membership (Voluntary)**

[ ] Upon acceptance as a member, please send me certification information.

After reviewing the certification information return the form with the appropriate fee (see schedule). The AAA office will forward to you an order form for *All About Appraising: The Definitive Appraisal Handbook* published by AAA which serves as the study guide for the Theory & Methodology section of the examination and a list of available mentors. Exams are offered throughout the year on an individual basis in our office. Proctoring can be arranged for those who are not in New York.

There is certification reciprocity for Certified Members of the American Society of Appraisers (ASA) and the International Society of America (ISA). Contact the Association's office for appropriate forms and fees.

**VIII. Affidavit**

Have you ever been declined for membership in a similar professional organization or had such a membership suspended or revoked?  Yes  No

If yes, please explain on a separate sheet.

If my application shall be approved, I will conform to the standards of ethical conduct and practice of the Association as printed in the enclosed By-Laws. If my application shall be disapproved, I agree to abide by the decision of the Admissions Committee and the Board of Directors.

I have personally examined the property listed in the appraisals submitted with this application, and I alone am responsible for the descriptions and valuations therein. If this is not the case, I will submit a clear explanation.

By affixing my signature to this application, I agree to the above and acknowledge that no false statements have been made in preparing this application.

Signature of Applicant \_\_\_\_\_

Notarized by \_\_\_\_\_

Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_

**IX. Enclosures and Fees**

In addition to the required appraisals please submit the following:

Business cards (2)

For ASA and ISA members, the application fee is \$175.

I am enclosing the processing fee for Application:  \$275 Member

Signature of applicant \_\_\_\_\_

**Please return with payment to:**

**Appraisers Association of America, 386 Park Avenue South, Suite 2000, New York, NY 10016.**

**Tel: 212.889.5404 x13. Fax: 212.889.5503. Email: [Lmarke@appraisersassoc.org](mailto:Lmarke@appraisersassoc.org)**

**Appraisers Association of America, Inc.**  
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