

# Columbia Society of Real Estate Appraisers Inc.

PO Box 2242, Holtsville, NY 11742  
Phone/Fax: (631) 732-6200 • Fax: (631) 918-6200  
Website: [www.columbiasociety.org](http://www.columbiasociety.org)

SOCIETY USE ONLY	
RECEIVED	_____
CHECK #	_____
APPROVED	DATE _____
APPROVED	DATE _____
APPROVED	DATE _____
LAST REVISION 6/5/2008	

## New Member and Advancement Application

1. For New Member: Check One  AFFILIATE  CANDIDATE  
Or  
For Advancement: Check One  SENIOR RESIDENTIAL  SENIOR GENERAL

### 2. Personal Information/Business Listing

Name \_\_\_\_\_  
Home Address \_\_\_\_\_  
City \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Home Phone \_\_\_\_\_  
Business Affiliation \_\_\_\_\_  
Business Address \_\_\_\_\_  
City \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Business Phone \_\_\_\_\_ Business Fax \_\_\_\_\_  
Email \_\_\_\_\_  
Please check where you would like mail sent:  Home  Business

### 3. Organizations

Other professional appraisal organization(s) that you belong to  
**ORGANIZATION** **MEMBER SINCE** **DESIGNATION, IF ANY**

Have you ever been declined membership in a similar professional organization, or such membership been suspended or revoked?  Yes  No If "Yes" give full details on a separate sheet.

### 4. Current New York State Real Estate Appraiser License/Certification

Check Applicable Box:  
 Licensed Residential  Certified Residential  Certified General  Appraiser Assistant  
License/Certification Number \_\_\_\_\_ Expiration Date \_\_\_\_\_

### 5. Education

Check Highest Level Completed  
 High School  College - Undergraduate Degree  College - Graduate Degree  
Name and Location of School \_\_\_\_\_  
Years Attended \_\_\_\_\_ Degree(s) Obtained \_\_\_\_\_

I attest that there are no licenses or permits issued to me or to a company in which I am or were a principal in this State or elsewhere that have ever been revoked, suspended, or denied. I attest that I have never been convicted in this State or elsewhere of any criminal offense that is a misdemeanor or felony, and that there are no criminal charges pending against me in this State or elsewhere. I attest that I have never been the subject of any disciplinary action by another professional appraisal organization or an appraisal board in this State or elsewhere.

Yes  No If no, attach written explanation on separate sheet.

In consideration of my application for membership in the Columbia Society of Real Estate Appraisers, Inc., I hereby irrevocably waive any claim or right of action at law or equity that I might have at any time hereafter against the Columbia Society of Real Estate Appraisers, Inc., its officers, governors, committee members or any other officials, either as a group or as individuals, for any official act in connection with the business of the Society including without limitation its or their acts in: (a) admitting or failing to admit me as a classified member in the Columbia Society of Real Estate Appraisers, Inc.; (b) advancing or failing to advance me to a membership status; (c) suspending my membership, expelling me from membership or otherwise disciplining me for infractions or alleged infractions of the Society's rules of professional conduct, Bylaws, or regulations.

I hereby certify that the statements contained herein are correct, and if approved for membership, I agree to abide by the Bylaws of the Society, its Code of Ethics, and the Uniform Standards of Professional Appraisal Practice. I agree to supply such additional information as may be required for the processing of this application.

I understand that I have the right to cancel my membership at any time by notifying the Society in writing. Membership fees are non-refundable. This membership entitles me to member discounts at all Columbia Society continuing education seminars.

<b>DUES SCHEDULE</b>
<b>NEW MEMBER</b>
<b>CANDIDATE \$100.00</b>
<b>AFFILIATE \$ 50.00</b>
<b>ADVANCEMENT</b>
<b>SENIOR RESIDENTIAL \$100.00</b>
<b>SENIOR GENERAL \$100.00</b>
<b>ATTACH CHECK AND MAIL TO:</b>
<b>EXECUTIVE SECRETARY</b>
<b>COLUMBIA SOCIETY OF REAL</b>
<b>ESTATE APPRAISERS, INC.</b>
<b>PO BOX 2242</b>
<b>HOLTSVILLE, NY 11742</b>

6. Date \_\_\_\_\_ Signature of Applicant \_\_\_\_\_

## **Instructions for Completing Admission and Advancement Application Columbia Society of Real Estate Appraisers, Inc.**

- 1. For New Member, Check One Classification: AFFILIATE or CANDIDATE.**  
**For Advancement, Check One Classification: SENIOR RESIDENTIAL, or SENIOR GENERAL.**

Generally, new members come into the Society as either **AFFILIATE** or **CANDIDATE**. Individuals can apply for advancement to **SENIOR RESIDENTIAL** or **SENIOR GENERAL** after six months if member is active in attending at least three meetings/seminars and if applicant meets the other criteria listed below for **SENIOR RESIDENTIAL** or **SENIOR GENERAL**. The six-month waiting period can be waived at the discretion of the Society for individuals holding similar designations with other appraiser organizations.

The requirements for **AFFILIATE** Member are as follows:

Applicants for membership as Affiliate must be of good character and interested in the real estate appraisal profession. Affiliates include realtors, bankers, mortgage brokers, and other trades related to the appraiser profession. **This is not a designated classification, and Affiliates cannot advance to designated classifications.**

The requirements for **CANDIDATE** Member are as follows:

Applicants for membership as Candidate must be of good character and interested in the real estate appraisal profession. Candidates are real estate appraisers seeking professional designations. **This is not a designated classification, but Candidates can advance to designated classifications.**

The requirements for **SENIOR RESIDENTIAL** Member are as follows:

Submission of a valid New York State or equivalent Certified Residential Real Estate Appraiser certification which will be deemed to be the educational requirements, including USPAP, and experience credits for this classification. See Bylaws, Article III, for other acceptable qualifications if not Certified Residential. Member advancing from Candidate must show proof of being active by attending at least three meetings/seminars. This requirement can be waived (see #1 above). **This is one of two designated classifications. The accompanying designation for this classification is CSA-R.**

The requirements for **SENIOR GENERAL** Member are as follows:

Submission of a valid New York State or equivalent Certified General Real Estate Appraiser certification which will be deemed to be the educational requirements, including USPAP, and experience credits for this classification. See Bylaws, Article III, for other acceptable qualifications if not Certified General. Member advancing from Candidate must show proof of being active by attending at least three meetings/seminars. This requirement can be waived (see #1 above). **This is one of two designated classifications. The accompanying designation for this classification is CSA-G.**

- 2. Personal Information:** Please fill in name and address where indicated. Include business listing (if applicable). Include email address so that we can send you meeting notices and other timely announcements. Indicate one location where you would like mail sent.
- 3. Organizations:** Indicate other professional organizations of which you are a member. If you have been declined membership in a similar organization, please attach separate sheet giving details.
- 4. License/Certification:** Indicate if you are a New York State licensed or certified real estate appraiser. Include copy of New York State certification if applying for Senior Residential or Senior General classification.
- 5. Education:** Indicate highest level of education completed, name of school, years attended, and degree(s) obtained.
- 6. Date/Signature:** Date and sign application. Signature constitutes acceptance of Bylaws, Code of Ethics, and Uniform Standards of Professional Appraisal Practice as outlined in certification. The Code of Ethics and Bylaws are available at [www.columbiasociety.org](http://www.columbiasociety.org). The Uniform Standards of Professional Appraisal Practice are available at [www.appraisalfoundation.org](http://www.appraisalfoundation.org).

### **DON'T FORGET TO...**

- ✓ Include your check in the amount of **\$100.00** for **NEW MEMBER** or **ADVANCEMENT**.
- ✓ Include a list of at least **three business or professional references**, with names, addresses, phone numbers, fax numbers, and email addresses of persons listed as references.
- ✓ If applying for **SENIOR RESIDENTIAL** Member or **SENIOR GENERAL** Member
  - Include **copy of resume** with five year business history
  - Include **copy of New York State real estate appraiser certification**.

It is the responsibility of the applicant to ensure that all required materials is submitted in a timely fashion. These materials include application, application fee, references, resume, and copy of New York State Real Estate Appraiser certification where applicable, and work samples if requested by the Admissions Committee to adequately qualify applicant for designated classifications. Incomplete applications will be closed after 12 months.