



CERTIFIED BUSINESS INTERMEDIARY® APPLICATION

Instructions:

- Do not submit until all requirements have been met.

PERSONAL INFORMATION:

FIRST: _____ MI: _____ LAST: _____
(Name should be written as you wish it to appear on the CBI plaque received upon completing the CBI credential.)

COMPANY: _____

ADDRESS: _____

CITY: _____ STATE/PROVINCE: _____ ZIP/MAIL CODE: _____ COUNTRY: _____

PHONE: _____ FAX: _____

EMAIL: _____

Requirement verification:

A minimum of three years full-time business brokerage experience within the prior ten years is required.

Education Track/ College Graduate

(A college degree or related work experience may be submitted with the request that it be accepted as an equivalent for up to two of the three years of business brokerage experience. College graduates must submit official transcript showing university degree conferred and official university seal. Candidates with international degrees must have their degrees evaluated by an independent agency.)

Experience Track

(Applicant must actively be involved in the deal-making process or management of the process. IBBA will contact employers listed below to verify the described brokerage experience. Please identify the specific person within the organization who can attest to your experience. List the most recent employment first.)

Dates (month/year)	Job Title & Responsibilities	Employer Name & Address	Reference
Beginning:			
Ending:			
Beginning:			
Ending:			
Beginning:			
Ending:			



- I have attended an IBBA Conference
- I have completed all required courses (100, 101, 104, 210, 220 and 221).
- I have completed 16 credit hours of IBBA or MAS electives.
- I have submitted the appropriate form to show evidence as lead seller broker on three (3) going concern business transactions (applicable for applications submitted after June 1, 2018).
- I took and passed the CBI Exam.

Acknowledgement:

I have read and understood the Code of Ethics and agree to abide by the Standards of Ethical Conduct found at www.ibba.org.

I declare and affirm the statements made in the foregoing application, including accompanying statements and transcripts are true, complete and correct. I authorize the investigation of all statements contained in this application.

I understand that I may not use, the initials "CBI" or the words "Certified Business Intermediary" until I have received official notice from IBBA Headquarters.

PRINT NAME: _____

SIGNATURE OF APPLICANT: _____ DATE: _____