



CBI REINSTATEMENT APPLICATION

This form is the required first step for any IBBA member whose CBI designation has lapsed past the one-year extension. Upon approval, reinstatement candidates must complete the reinstatement requirements as defined by the IBBA or as approved by the IBBA Credentialing Committee. Applicants must also be an IBBA member in good standing.

PERSONAL INFORMATION:

FIRST: _____ MI: _____ LAST: _____

COMPANY: _____

ADDRESS: _____

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

PHONE: _____ FAX: _____

EMAIL: _____

REASON FOR LAPSE:

- ☐ OVERSIGHT
- ☐ LACK OF FUNDING/COST
- ☐ RELOCATION

- ☐ ADMINISTRATIVE ERROR
- ☐ MISSED REMINDERS
- ☐ OTHER _____

RECORD OF EXPERIENCE FROM LAPSE DATE TO PRESENT:

DATES		NATURE OF WORK	FOR WHOM
From	To	<i>Be specific in description of duties. Attach additional sheet if necessary.</i>	<i>Company affiliation, address and supervisor's name with phone number.</i>

SIGNATURE:

I have read and understand the rules and regulations governing membership and candidacy as described in the CBI Policy under the reinstatement section.

I understand that by submitting this application, I am applying to participate in the CBI reinstatement process. I must still complete the reinstatement process by fulfilling the CBI recertification requirements. I am not granted reinstatement upon approval of this application and will not use the term "Certified Business Intermediary" or "CBI" until I have fulfilled the entire reinstatement process and been reinstated by the Credentialing Committee.

SIGNATURE OF APPLICANT: _____ DATE: _____



PAYMENT INFORMATION:

A non-refundable processing fee of \$55.00 is due upon submittal of this application.

☐ VISA ☐ MASTERCARD ☐ AMEX ☐ Discover

ACCOUNT NUMBER: _____ CVC: _____ EXP DATE: _____

SIGNATURE: _____

(By your signature, you accept receipt of all email communication and confirmation from the IBBA.)

Submit this application or any questions on reinstatement to education@ibba.org.

Once your application has been processed, notification will be sent approving or denying the application.

Upon approval of this application, reinstatement candidates must complete the CBI Recertification process within a 3-year period.