www.eanapro.org
Administrative Offices
1270 STATE ROUTE 30, CLINTON, PA 15026 • (800) 790-1053 • Fax (724) 899-2001
E-mail: mail@eanapro.org

MEMBERSHIP APPLICATION

The EANA is a professional appraisal society representing all aspects of machinery and equipment industries. Actual market experience is a requirement for all designated member appraisers. The amount of experience may vary. The quality of your market experience is what is important. Please complete this application carefully, completely and legibly. If you have nothing to enter, state that you have nothing to enter here! Your current job description and actual detailed market experience are very important factors in determining your member classification. Appraisers must pass a comprehensive detailed examination, demonstrate and pledge adherence to EANA's strict Code of Ethics, submit appraisals for review, comply with continuing education requirements, and conform to the Uniform Standards of Professional Appraisal Practice (USPAP) of The Appraisal Foundation.

Membership Requirements

1. Applicants must be individuals. Company applications are not accepted.
2. All applicants and members agree and pledge to conform to the Equipment Appraisers of North America Code of Ethics and to the Uniform Standards of Professional Appraisal Practice (USPAP) of The Appraisal Foundation.
3. "**Use of Association Name, Logo and Designations**" Only Certified Senior Appraiser members may have free use of their professional designation CSA and Association logo on any advertising, letterhead, business cards, etc. Companies may identify that they have CSA appraisers on staff to include their websites, social media, letterheads, and advertisements. CSA members may use the CSA designation and Association logo with his/her name under certain circumstances to include published articles or books of which the member may be the author or collaborator.

Note: We will return any application that is not complete and/or legible. In the event that membership is denied the application fee will be returned less a $50.00 processing fee.

CSA AND AA ACCREDITATION REQUIREMENTS & PROCESS

1. The CSA or AA Applicant is responsible for the timely delivery of all requirements, as outlined herein and applicable, to the EANA, through the Administrative Secretary (e.g. All Fees and Dues outstanding to be paid in full, Education Log, USPAP Certificate, an Electronic (PDF) version of a current (less than 1-year old) actual client Appraisal Report, **UNREDACTED,** and the completed current version of the Appraisal Review Checklist, fully compliant with EANA and USPAP requirements, references, etc.). All committees and reviewers will complete their responsibilities in a timely and professional manner and communicate their findings to the Administrative Secretary, no more than 3-weeks from receipt by the EANA, which will then be communicated back to the applicant.
2. The CSA or AA Applicant shall have a minimum of five (5) and two (2) years, respectively, ongoing, documented, market-oriented machinery and equipment appraisal experience supported by a Curriculum Vitae/Resume and a minimum of two (2) professional character references related to the machinery and equipment related industries and appraisal experience. [Reviewed and Approved by the Membership Committee]
3. The Applicant shall be current in USPAP: a) having completed and passed the 15-hour USPAP; and if applicable b) potentially subsequent 7-hour or 15-hour updates every two years and submit acceptable supporting confirmation of completion from a USPAP approved source. [Reviewed and Approved by the Education Committee]
4. The CSA or AA Applicant shall have a minimum of seventy (70) and thirty-five (35) hours respectively, of RECENT (e.g. within the last 5-years for CSA and 2-years for AA) education related to equipment appraisal valuation and methodology including USPAP CEs. Suggested format for

submission is an Educational Log including: Name of Event, Date, Description, Location, Host Organization, Presenter(s), hours of Continuing Education Certified by Host, etc. The Applicant is responsible to maintain a complete and organized file of documentation supporting the Education Log for audit upon request (e.g. Host Signed Certificates of Attendance, Receipts, Agendas, Content, etc.) The 15-hour and 7-hour USPAP courses may be part of required hours. [Reviewed and Approved by the Education Committee]

5. The Applicant shall pass the EANA Comprehensive Exam. Any proctoring fee incurred is the responsibility of the applicant. [Reviewed and Approved by the Education Committee]
6. The Applicant shall submit an Electronic (PDF) version of a current (less than 1-year old) actual client Appraisal Report, **UNREDACTED**, and the completed current version of the Appraisal Review Checklist, fully compliant with EANA and USPAP requirements. The full "Explanations of Checklist Requirements" can be found on the EANA website for more detail on completing the Appraisal Review Checklist. *If desired, the appraiser may elect to* ***Redact ONLY the values, appraisers name, and their Company identification (e.g. name, address, logo's),*** *in which case the Appraisal Report and Appraisal Review Checklist will use a number, issued by EANA Administrative Staff, to identify the appraiser.* Note: as per the USPAP Ethics Rule (Confidentiality section): An appraiser must not disclose confidential information or assignment results to anyone other than (among other bullet points): "a duly authorized professional peer review committee except when such disclosure to a committee would violate applicable law or regulation." The EANA Review Committee is so authorized and the Appraisal Report will be kept confidential by the EANA. The Applicant must be the person most responsible for the preparation/content of the report submitted. [Reviewed by the Appraisal Review Committee][Reviewed and Approved by the Appraisal Review Committee]
7. The Applicant must fulfill and be current with all EANA financial obligations. [Reviewed and Approved by the Administrative Secretary]
8. The Applicant must provide a minimum of two (2) professional character references related to the machinery and equipment related industries and appraisal experience. [Reviewed and Approved by the Membership Committee]

NOTE: Accredited Appraisers must advance to Certified Senior Appraiser within 3-years of obtaining the Accredited Appraiser designation or be reclassified as Candidate Members. There is no Re-Accreditation Process for AAs.

CM - Candidate Member

1. Complete and pass the 15-hour USPAP Course within a reasonable time after being accepted as a candidate.
2. Pass the EANA Comprehensive Examination within a reasonable time after being accepted as a candidate. Any proctoring fee incurred is the responsibility of the applicant.
3. Fulfill financial obligations and supply required confidential references.

AM - Associate Member

Any person with interest in market-oriented equipment appraising and EANA may join as an Associate Member. Associate Members are non-appraisers and may not identify themselves as appraiser members of the Equipment Appraisers of North America.

Membership Dues

Certified Senior Appraiser,
Accredited Appraiser & Candidate Members
$350 Annually

Associate Members - $175 Annually

Annual dues must be submitted in full with completed application. Payment of dues does not guarantee membership. Anyone not accepted will receive a refund, less a $50.00 fee.

ALL APPLICANTS MUST COMPLETE PART I & PART III OF APPLICATION. CERTIFIED SENIOR APPRAISER & CANDIDATE MEMBER APPLICANTS MUST COMPLETE ALL PARTS OF APPLICATION.

PART I – ALL APPLICANTS

Name	Title	
Firm	No. Years with Firm	
Complete Job Description in Detail *(Use a separate sheet of paper if needed)*		
Address	City	State
	Zip	Country
Telephone	Fax	
Email	Website	
Previous Firm		
Address		

Professional References Supporting Eq Appraisal Experience minimum if two (2) *(List name, address & telephone number)*

1.

2.

3.

PART II – ALL APPLICANTS

Actual Market Experience: *List firm, address, contact name, telephone, complete detailed description of what you did/are doing, (i.e.: bought and sold equipment, appraised equipment for purchase or trade-in, field appraisal inspection of equipment, office appraisal write-up, valuations, etc., for example.)*

CSA Applicants must have a minimum of five (5) years of current, ongoing, documented appraisal experience.
Appraisal Employment History: *List appraisal firm, date, number of appraisals completed, & values (FL, FMV, etc.).*

1.
2.
3.
4.
5.

Appraisal Client References *(will be held confidentially by EANA but may be contacted by membership committee). List name, address, telephone, appraisal types & no., & years.*

1.
2.
3.

Appraisal Education: *List course, sponsoring organization, hours, & year completed. Attach copy of USPAP Certificate and other supporting documentation.*

1.
2.
3.
4.
5.

6. _____
7. _____
8. _____
9. _____

Appraisal designations presently held: _____

Attach the Appraisal for Review and the completed EANA Appraisal Review Checklist

PART III – Applicant Statement

1. I personally hereby irrevocably waive any claim or right of action at law or in equity that I might have at any time against EANA, the EANA Board of Directors, officers, committee members, staff, or other officials, either as a group or as individuals, for any official act performed in furtherance of EANA including, but not limited to:
    a. declining to accept me as a member;
    b. disciplining me as a member for an infraction of the EANA Code of Ethics and/or USPAP, or the By-Laws & Constitution;
    c. for failing an examination or appraisal review.
2. I agree that any mark, logo, professional designation, seal or emblem which evidences my membership in EANA shall remain the property of the Association, held by me in trust. I shall return and immediately cease all use of such property if and when my membership ends or is terminated.
3. I agree to indemnify and hold the EANA harm-less from and against all loss, cost, expense, liability and/or damages (including reasonable attorney's fees, costs and expenses) which the EANA may suffer and incur, or become subject to, as a result of or in connection with my breaching the agreements contained in para-graphs 1. and 2. above, including any and all costs and expenses (including actual attorney's fees) incurred in connection with the EANA's enforcement of this indemnification.
4. I certify that all of my statements on this application are true and correct and I hereby grant permission to make appropriate inquiries to verify them.
5. I agree to abide by and conform to the Code of Ethics of the Equipment Appraisers of North America (EANA) and the Uniform Standards of Professional Appraisal Practice (USPAP) of The Appraisal Foundation.
6. I understand that only Certified Senior Appraiser members may have free use of their professional designation CSA and Association logo on any advertising, letterhead, business cards, etc. Companies may identify that they have CSA appraisers on staff to include their websites, social media, letterheads, and advertisements. CSA members may use the CSA designation and Association logo with his/her name under certain circumstances to include published articles or books of which the member may be the author or collaborator.

My signature below does attest to this statement.

Applicant _____ Date _____