



# Association of Machinery and Equipment Appraisers

315 South Patrick Street • Alexandria, VA 22314

Phone: +1 703 836 7900 +1 800 537 8629 | Fax: +1 703 836 9303

amea@amea.org • www.amea.org

# Membership Application

## Membership Requirements Accreditation/Certification Requirements Annual Membership Retention Requirements

**If you buy and sell used metalworking machinery and equipment, you must be a member of the Machinery Dealers National Association to be a member of AMEA. Please call +1 800 872 7807 for MDNA membership information.**

### Membership Requirements:

1. Applicants must be individuals. Company applications will not be accepted.
2. All applicants agree to conform in all respects to the AMEA Code of Ethics, the AMEA Standards and Procedures of Professional Appraisal Ethics and Practice and the Uniform Standards of Professional Appraisal Practice (USPAP).
3. All applicants (members) agree that the use of the name 'Association of Machinery and Equipment Appraisers (AMEA)' and the logo(s) may only be used by firms who are MDNA members and have AMEA accredited or certified appraisers on staff as full-time employees. Individuals may only use the name and/or logo(s) on personal stationery or cards while they are AMEA members in good standing. Individuals or firms may not lend the use of the name or logo.
4. All applicants must:
  - a. fulfill all financial obligations to gain membership.
  - b. complete Parts I, II, and III of Application.
  - c. pass the AMEA written exam on the AMEA Code of Ethics.
  - d. present a completed unidentifiable appraisal that complies with the AMEA Standards and Procedures of Professional Appraisal Practice and USPAP.
  - e. Be approved by the AMEA Board of Directors.

### Accreditation/Certification Requirements:

#### Regular Member Applicants

(those employed by an MDNA member firm)

#### For Accredited Equipment Appraiser (AEA) Status:

AEA applicants must fulfill all membership requirements, have been involved in the buying, selling, and/or appraising of used machinery and equipment in the marketplace for the last three (3) consecutive years, and must continue to be involved in the buying, selling and/or appraising of used machinery and equipment in the marketplace.

#### For Certified Equipment Appraiser (CEA) status:

CEA applicants must fulfill all membership requirements, meet AEA status, have current USPAP coursework and testing, and a minimum of five (5) years experience.

### Associate Member Applicants

(those not employed by an MDNA member firm)

Associate member applicants must fulfill all membership requirements, have current USPAP coursework and testing, and a minimum of five (5) years experience, as well as:

1. not be associated with or employed by a firm eligible for Regular MDNA membership.
2. not be associated with a firm who has ever been rejected by MDNA for membership or expelled from MDNA or whose principals have been expelled from or rejected by MDNA.
3. not be or have been the principal of a firm who has resigned from MDNA within the last three years.
4. participate in an interview with an AMEA Board of Directors' representative.

### Membership Fees:

	Regular	Associate
<b>Application Fee</b>	<b>\$100</b>	<b>\$150</b>
<b>Annual Membership Dues</b>	<b>\$395</b>	<b>\$600</b>

All payments must be in U.S. funds, payable to AMEA. Application fees must be paid in full before application will be processed or examination offered. (Note: the examination can be taken three (3) times before having to pay another examination fee.) New member dues will be billed upon completion of the application process and, when necessary, will be prorated on a quarterly basis.

### Accreditation/Certification Retention Requirements:

All members must:

1. Obtain 70 hours of continuing education credits every five (5) years.
2. Have one (1) Appraisal reviewed and approved by the AMEA Review Committee every two (2) years.
3. Continue to be a member in good standing of AMEA .
4. Comply with all Standards and Ethics set by the Ethics, Standards, and Review Committee.
5. Continued involvement in buying, selling, and/or appraising of used machinery and equipment in the marketplace.
6. Continued CEA status requires current USPAP coursework and testing as specified by USPAP with appropriate renewals.

**Part I: Applicant Information** *Type or print clearly. Please answer all items fully.*

Applicant's Name: \_\_\_\_\_

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

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

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

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_ Website: \_\_\_\_\_

I have been employed by my present company since: \_\_\_\_\_

During this period I have performed the following professional functions within this company:

\_\_\_\_\_

I have been involved specifically in the buying, selling, and/or appraising of used machinery and equipment with this company since: \_\_\_\_\_

My company has been a member in good standing in MDNA since: \_\_\_\_\_

I have been conducting an appraisal practice for the following number of years: \_\_\_\_\_

I conduct the following number of appraisals per year: \_\_\_\_\_

I have conducted and performed the following types of appraisals (ie: metalworking, chemical, foundry, etc):

\_\_\_\_\_

I have taken the Uniform Standards of Professional Appraisal Practice (USPAP) course and passed the written exam. (If not, skip to Part II.) Date of successful completion of USPAP: \_\_\_\_\_ Please provide a copy of your USPAP certificate with your application.

**PART II: Accreditation/Certification Information**

\_\_\_\_\_ I will pursue AMEA Accredited/Certification Appraiser status.

\_\_\_\_\_ I agree to take the Accreditation exam.

\_\_\_\_\_ I agree to submit, for review, a complete, full, unidentifiable appraisal which complies with the AMEA Standards and Procedures of Professional Appraisal Ethics and Practice.

\_\_\_\_\_ I agree to obtain 70 hours of AMEA approved continuing education every five(5) years.

\_\_\_\_\_ As a CEA, I agree to pass USPAP to obtain certification and to renew USPAP certification as specified by USPAP.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

### Part III: References

List at least three (3) individuals and contact information for whom you have appraised machinery or for whom you have bought or sold capital equipment. (At least one must be for an appraisal).

---

---

---

---

---

List dates of employment, company name, contact person and phone number for your last ten years of employment:

---

---

---

---

---

---

---

---

---

---

List two sponsors and their contact information from the AMEA or MDNA (excluding persons in your firm). One sponsor must be a regular AMEA member. Sponsors must be from two different companies:

---

---

Has your company resigned from MDNA in the last three (3) years? \_\_\_\_\_

Name of Company when an MDNA member? \_\_\_\_\_

Have you or has anyone in your company ever been a principal of an MDNA firm? \_\_\_\_\_

Name(s) of company(ies): \_\_\_\_\_

Principal's name: \_\_\_\_\_

Date(s): \_\_\_\_\_

What was the reason for leaving MDNA? \_\_\_\_\_

## PART IV: 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 the AMEA, the AMEA Board of Directors, officers, trustees, committee members, staff, or other officials, either as a group or as individuals, for any official act performed in furtherance of AMEA including, but not limited to:
  - a. declining to accept me as a member;
  - b. disciplining me as a member for infraction of the AMEA Code of Ethics, AMEA Standards and Procedures of Professional Appraisal Ethics and Practice, USPAP, Constitution, Articles of Incorporation, or By-Laws;
  - c. for failing to grant me a passing grade in any AMEA examination.
  
- 2) I agree that any mark, logo, professional designation, seal or emblem which evidences my membership in AMEA, 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 AMEA harmless from and against any and all loss, cost, expense, liability and/or damages (including reasonable attorneys' fees, costs and expenses) which the AMEA may suffer and incur, or become subject to, as a result of or in connection with my breaching the agreements contained in paragraphs 1 and 2 above, including any and all costs and expenses (including actual attorneys' fees) incurred in connection with the AMEA'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.

I agree to abide by the AMEA Code of Ethics, the AMEA Standards and Procedures of Professional Appraisal Ethics and Practice, USPAP, Constitution, Articles of Incorporation and By-Laws.

My signature below does attest to this statement.

Signature of Applicant: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

**If the applicant is not an owner or principal of the company, the following must be filled out by the employer.**

I state that the above named applicant is a full-time employee of the company identified below and that all information given in this application relevant to his/her employment with said company is true and accurate.

Employer's Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature of Employer: \_\_\_\_\_ Date: \_\_\_\_\_

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

*Mail or fax to:*      **Association of Machinery and Equipment Appraisers**  
**315 South Patrick Street, Alexandria, VA 22314**  
**Fax: +1 703 836 9303**

**OFFICE USE ONLY:**

Date Received: _____	Member ID Assigned: _____	Date Joined: _____
Check Received: _____	Check Number: _____	Amount: _____