



**Association of Machinery and Equipment Appraisers**  
 5568 General Washington Drive, Suite A213D  
 Alexandria, VA 22312  
 Phone: +1 703 836 7900 Toll Free: +1 800 537 8629

**AMEA Associate Member – AM**

**Application requirements and conditions for new members are:**

- *Applicants must be Individuals who appraise machinery and equipment. Company applications are not accepted.*
- *Attest that they have one(1) year of experience appraising and/or buying and selling machinery and equipment.*
- *Pass the Association of Machinery and Equipment written exam with a passing score of at least 75%.*
- *Submit and pass a complete and unidentifiable appraisal for review that meets all of the Association of Machinery and Equipment Appraisers Standards and Procedures of Professional Appraisal Practice and complies with current Uniform Standards of Professional Appraisal Practice (USPAP).*
- *Agree to conform in all respects to the Association of Machinery and Equipment Appraisers Code of Ethics.*
- *Agree to conform in all respects to the Association of Machinery and Equipment Appraisers Standards of Professional Appraisal Practice.*
- *Agree to conform in all respects of Uniform Standards of Professional Appraisal Practice (USPAP).*
- *Participate in an interview with the Association of Machinery and Equipment Appraisers Membership Committee representative.*
- *Applicant must attest that they:*
  - *Have not been expelled from the Association of Machinery and Equipment Appraisers.*
  - *Have not been expelled from the Machinery Dealers National Association.*
  - *Are not currently associated with a firm whose membership was rejected, terminated, or expelled by the Machinery Dealers National Association.*
  - *Will use the AMEA logo(s) and AMEA seal during their tenure of membership in the manner prescribed by the Association(AMEA).*
  - *Submit a completed application with two (2) sponsors who are members of the Association of Machinery and Equipment Appraisers.*

*Pay the applicable membership application fee and any related fees that may be required at time of application*

**Fees**

**Associated with a MDNA Member Firm**  
 Application Fee: \$100  
 Annual Membership Dues: \$495

**Not Associated with a MDNA Member Firm**  
 Application Fee: \$150  
 Annual Membership Dues: \$795

All payments must be in U.S. funds, payable to AMEA. New member dues will be billed upon completion of the application process and prorated based on the AMEA membership year. The Application process must be completed within 24 months and any fees collected are not refundable.

**Requirements and conditions for designation retention are:**

- Every five (5) years have obtained thirty-five (35) hours of approved Association of Machinery and Equipment Appraisers continuing education.
- Comply with all Standards of Ethics set by the Ethics, Standards, and Review Committee of the Association of Machinery and Equipment Appraisers.
- Remain a member in good standing of the Association of Machinery and Equipment Appraisers.
- Have a continuing involvement in appraising personal property (machinery and equipment).
- **Note: AMEA Associate Members who fail to maintain continuing education requirements under this membership designation will not have use of the AMEA Associate Member - AM seal.**

**Part I: Applicant Information**

*(Type or print clearly. Please answer all items fully.)*

First Name: \_\_\_\_\_ MI: \_\_\_\_\_ Last Name: \_\_\_\_\_ Suffix: \_\_\_\_\_

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

Title: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Mailing Address (PO Box): \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
(if different from above address)

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

E-mail: \_\_\_\_\_ Web Site: \_\_\_\_\_

I have been employed by my present company since (MM/YYYYY): \_\_\_\_\_

Nature of business/company: \_\_\_\_\_

I have been involved specifically in the buying, selling, and/or appraising of used machinery and equipment since (MM/YYYYY):  
\_\_\_\_\_

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 (i.e. metalworking, chemical, foundry, woodworking, etc.):  
\_\_\_\_\_

I have taken the Uniform Standards of Professional Appraisal Practice (USPAP) course and passed the written exam: \_\_\_\_\_

**Please provide a copy of your USPAP 15 Hr. Certificate and most recent completed 7 Hr. USPAP Update if required**

## Part II: References

(Type or print clearly. Please answer all items fully.)

List at least three (3) individuals and contact information for whom you have appraised machinery or bought or sold capital equipment.

(At least one must be for an appraisal)

1. Name: \_\_\_\_\_ Company: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

2. Name: \_\_\_\_\_ Company: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

3. Name: \_\_\_\_\_ Company: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### EXPERIENCE – ASSOCIATION MEMBERSHIP - CREDENTIALS & QUALIFICATIONS

Please attach a separate page listing your Appraisal Experience, Association Membership(s), Credentials and Qualifications.

## Part III: Sponsors

(Type or print clearly. Please answer all

List two sponsors from different companies (*excluding persons in your firm*) and their contact information that are members of the Association of Machinery and Equipment Appraisers.

1. Name: \_\_\_\_\_ Company: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

2. Name: \_\_\_\_\_ Company: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## 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 the 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.
- 5) I agree to take and pass the AMEA New Member exam Online
- 6) 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.
- 7) I agree to obtain 35 hours of AMEA approved continuing education every five (5) years.
- 8) 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 attests to the above statements.**

**Signature of Applicant:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**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: \_\_\_\_\_

**Office Use Only**

Member ID Assigned: \_\_\_\_\_

Date Received: \_\_\_\_\_

USPAP Received: \_\_\_\_\_

Application Fee Received: \_\_\_\_\_

Board Interview: \_\_\_\_\_

Type of Payment: \_\_\_\_\_

MDNA Member: \_\_\_\_\_

AMEA Exam: \_\_\_\_\_

1<sup>st</sup> Sponsor: \_\_\_\_\_

Board Vote: \_\_\_\_\_

2<sup>nd</sup> Sponsor: \_\_\_\_\_

Appraisal Received: \_\_\_\_\_