



## Individual Member 2017 Application

*Please type or print legibly as your information should appear on all AACM sources*

Individual Name: \_\_\_\_\_ Title: \_\_\_\_\_

Company / Association Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ ST: \_\_\_\_\_ Zip: \_\_\_\_\_

Office Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

### Individual Member Categories:

Annual Dues Amount: \$500

Dues are based on a calendar year. Dues are non-refundable. Dues are prorated semi-annually for new Individual Members joining July-December. Approval for applications will not be finalized until dues are received.

**Please check the box indicating your membership type:**

- 1) On-site Manager (Association Employee)
- 2) HOA Coordinator (Developer Employee)
- 3) Non-Member Management Company Employee
- 4) Individual who earned CAAM certification as a Community Manager, but no longer practicing community management

Individual Members:

- **Must** sign and comply with AACM Code of Ethics and Membership Standards
- Participate in the AACM Education Program to obtain and maintain their CAAM certification at the Member price
- Member and their support staff may attend all AACM events
- Do not have voting rights
- Are not allowed to hold an AACM Board position

Individual Members will be included on the website and in the AACM directory. On-site managers interested in enrolling their staff in AACM's Education Program, please contact the AACM office.

### Membership Statistics (confidential to AACM)

AACM maintains accumulative data on all Members for use in our legislative/lobbying efforts. This information is used by AACM to show our strength at the Capitol. Your information will only be used collectively and is confidential. This information is a requirement of membership within AACM.

Number of AZ Associations Managed: \_\_\_\_\_ AZ Dwelling Units Managed (both built & proposed): \_\_\_\_\_

Est. AZ Payroll for 2017: \$ \_\_\_\_\_ Total Number of AZ Employees: \_\_\_\_\_

Total Number of AZ Community Managers: \_\_\_\_\_ Total Number of AZ Support Staff: \_\_\_\_\_  
(including non-CAAM) (including non-CAASP)

Number of CAAM Certified Managers: \_\_\_\_\_ Number of CAASP Support Staff: \_\_\_\_\_

**Please see reverse side/page 2 to complete the application**

## Individual Member 2017 Application (continued)

### Criminal, Civil and Disciplinary Actions

Please answer the questions below. The questions seek information about the following persons: (a) the applicant, (b) any person who owns more than 20% of the equity of, or otherwise controls, the applicant, or (c) any person who is a director, executive officer, or supervising manager of the applicant. Together, these are referred below as an "associated person". If you answer "yes" to any of the questions, please provide an attached detailed explanation.

- | Yes                      | No                       |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Within the past ten (10) years, have you or any associated person been convicted or plead guilty or no contest, in criminal legal proceedings involving a felony?   |
| <input type="checkbox"/> | <input type="checkbox"/> | Within the past five (5) years, have you or any associated person been involved in civil legal proceedings in which there was a final decision by a court concluding that you or any associated person were responsible for misrepresentation, dishonesty, fraud, violations of fiduciary duty, misappropriation of funds or property, or other serious misconduct? |
| <input type="checkbox"/> | <input type="checkbox"/> | Within the past five (5) years, have you or any associated person been refused bonding, fidelity or crime insurance, or had any such coverage canceled or suspended?  |
| <input type="checkbox"/> | <input type="checkbox"/> | Within the past five (5) years, have you or any associated person had any professional license or certification suspended or revoked?   |
| <input type="checkbox"/> | <input type="checkbox"/> | Within the past five (5) years, have you or any associated person been subject to disciplinary action by any licensing or regulatory agency or any industry association?  |

### Applicant has submitted this application to AACM with the understanding that:

1. AACM will use the information provided in judging the Applicant's eligibility for membership.
2. Applicant will promptly provide any additional information that AACM requests.
3. Applicant is at least 18 years of age.
4. The information provided is complete and correct to the best of the applicant's knowledge.
5. AACM will use reasonable efforts to keep the information confidential, except as may be required to process and review the application or if AACM is ordered by an authority having jurisdiction (such as a court, arbitrator or government regulator) to disclose the information.
6. Applicant has truthfully answered all questions contained in the application and has accurately disclosed all information requested in, or relevant to, the application.
7. Applicant subscribes to and agrees to comply with the AACM Code of Professional Ethics and Standards of Practice (available for review at [www.aacm.com](http://www.aacm.com)).
8. Applicant accepts and acknowledges Applicant's responsibility to comply with all AACM financial obligations and AACM Membership Standards (available for review at [www.aacm.com](http://www.aacm.com)).
9. Applicant will provide AACM with Applicant's current place of business and will promptly notify AACM of any change thereto.
10. Applicant consents to any investigation AACM deems necessary as part of its evaluation for this application. Applicant consents to AACM's completion of criminal background checks, civil litigation searches, credit report and credit score reviews, third-party interviews and other information gathering related to applicant or any associated person (the "background reviews"), to the extent AACM deems such background reviews necessary or appropriate. Applicant acknowledges that AACM may carry out background reviews either when objective information in the application raises questions or on a random basis.
11. Applicant releases any claim Applicant might otherwise have against AACM or any third party arising out of any information or comment furnished to AACM in connection with this application or any background review. All information supplied by third parties will be deemed privileged and will not establish a basis for any action by the Applicant for slander, libel, defamation of character or any other damage and Applicant specifically releases all such claims.
12. Applicant waives any and all claims against AACM, its officers, directors, employees, agents, attorneys, committees and members arising out of any act or omission in connection with the consideration, rejection or acceptance of this application, the completion of any background reviews, or any act or omission by AACM in disappointing the Applicant if the application is not approved, including any suspension or revocation of Applicant's membership in AACM.
13. Applicant agrees that AACM will be solely responsible for accepting or rejecting this application and that the decision of AACM's Board of Directors with respect to the Application is final and not subject to any appeal. Applicant further agrees that AACM will be solely responsible for deciding any other matters or sanctions arising in connection with this application and that the decision of AACM's Board of Directors with respect to such matters is also final and not subject to appeal.

Applicant's signature below verifies the accuracy of this application, acknowledges that Applicant has read and agrees to the terms stated above, and authorizes AACM to conduct any background review it deems necessary to verify all items stated in this application.

### INDIVIDUAL MEMBER CONTRACT – PLEASE READ

Individual Membership in AACM is recorded in the name of the individual, not the organization. Membership dues are non-refundable. Membership dues are prorated semi-annually for new Members who (a) have not been an Individual Member of AACM in the last 3 years and (b) had their membership terminated or suspended by AACM, during or as a result of disciplinary proceedings. Membership dues are waived for Individual Members in category #4 if employed by an AACM Platinum-level Affiliate Partner. Approval for new applications will not be finalized until dues are received. Membership will renew automatically unless terminated in writing. Dues quoted are effective 1/1/2017 and are subject to change. If payment is not received on outstanding invoices within 31 days from the invoice date a finance charge will be added as of the billing date at an interest rate of 1.5% per month. Delinquencies over 60 days will result in your membership being suspended until paid current. In the event your account is transferred to collections you can be held responsible for all collection fees. We are required to advise you that your association dues are not deductible as charitable contributions for Federal Income Tax purposes. Political contributions are not deductible. Please be advised that 90% of your dues, which represent that portion used to monitor and influence legislation for 2017, are non-deductible for business purposes. We suggest you contact your tax advisor for specific guidance. By signing below you agree that you are able to make binding decisions on behalf of the above named company, and have read and agree to this contract.

Individual Member Signature: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Arizona Association of Community Managers  
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