



## Re-Instatement and Parking of Membership Policy

### 1.0 Re-Instatement Policy

#### 1.1 Membership lapsed within the two(2) fiscal years, previous to the current fiscal year.

1.1.1 Applicants may be accepted subject to:

- i. Approval by the Board of Directors.
- ii. Completion of Continuing Professional Development (CPD) where required.
- iii. Payment of all outstanding membership dues
- iv. Payment of any applicable administrative fee.

#### 1.2 Membership Lapsed previous to 1.1.

1.2.1 Applicant to re-apply as a new members subject to:

- i. Qualifications meeting current course requirement.
- ii. Approval by the Board of Directors.
- iii. Payment of applicable Membership Dues.
- iv. Payment of any applicable administrative fee.

### 2.0 Parked Membership:

#### 2.1 Current Accredited and Associate Members in good standing may request to have their memberships parked for up to 2 years based on the following criteria:

- 2.1.1 Members on sick leave.
- 2.1.2 Members on Sabbatical.
- 2.1.3 Members on Maternity/Parental.
- 2.1.4 Members out of country for an extended period of time.
- 2.1.5 Members no longer employed in or in a related property assessment field.
- 2.1.6 Requests may be made only once unless of a unique circumstance.
- 2.1.7 Any other unique circumstance.

The request may be approved subject to:

- i. An application filed detailing the reason for the request.
- ii. Approval by the Board of Directors.
- iii. Payment of the applicable administration fee.

