

CALIFORNIA ESCROW ASSOCIATION PROFESSIONAL DESIGNATION APPLICATION

The undersigned hereby makes application for: *(please circle)* CEO (\$195) CSEO (\$195) CEI (\$95) CMHS (\$95) CBSS (\$95) CET (\$125)

I presently hold the following designations: *(please circle)* CET CEO CSEO Date Acquired _____

NAME _____ Bus. Telephone (_____) _____

PD Mailing Address _____

City _____ State _____ Zip _____

E-mail _____ CEA Region _____

Any other name you have used since joining CEA _____

CURRENT EMPLOYER

Employer's Name _____

Immediate Supervisor _____

Employer's Address _____

Supervisor's Address *(If other than above)* _____

City _____

City _____

State _____ Zip _____

State _____ Zip _____

Bus. Telephone (_____) _____

ESCROW EMPLOYMENT HISTORY TO SUPPORT YEARS REQUIREMENT *(Please show present employment first.)*

<i>Company Name</i>	<i>Address</i>	<i>From Month/Day/Yr. - To Month/Day/Yr.</i>	
1 _____	_____	_____	_____
2 _____	_____	_____	_____
3 _____	_____	_____	_____
4 _____	_____	_____	_____
5 _____	_____	_____	_____
6 _____	_____	_____	_____

DOCUMENTATION REQUIRED--To support this application, the following materials must be made available. *(Please check those that apply.)*

- Employer's Verification Letter Enclosed
 Transcript of College Credits _____ Enclosed herewith
 Copy of CEA Education Achievement Award _____ Enclosed herewith

I certify under penalty of perjury that the foregoing is true and correct. I agree to follow all rules and regulations of the California Escrow Association and my Regional Association. I FURTHER UNDERSTAND THAT IN THE EVENT I AM NOT A MEMBER IN GOOD STANDING. I WILL NO LONGER BE ENTITLED TO ANY PROFESSIONAL DESIGNATION AND WILL NOT USE SAME IN SUCH AN EVENT. IN ADDITION, I UNDERSTAND THAT IN ORDER TO MAINTAIN MY PROFESSIONAL DESIGNATION, I MAY BE SUBJECT TO CONTINUING EDUCATION REQUIREMENTS.

Check for \$ _____ enclosed, payable to CEA to cover examination on _____ at _____.
(Date) (Location)

Date _____ Applicant's Signature _____

FOR REGIONAL USE ONLY

FOR STATE ASSOCIATION USE ONLY

Date: _____

Approved Rejected

Professional Designation Chair

Date: _____

Approved Rejected

CEA Headquarters

California Escrow Association

Application Requirements For A Professional Designation

Applicant must be a member of the California Escrow Association.

CERTIFIED SENIOR ESCROW OFFICER

1. Nine (9) years escrow experience in the respective field within the immediate preceding 13 years.
2. Eight (8) years escrow experience in the respective field within the immediate preceding 13 years and the completion of Escrow I, II and III in CEA's Escrow Achievement Award program with a "C" average or better, official transcripts must be presented; or through a CEA produced course properly documented.
3. Seven (7) years escrow experience in the respective field within the immediate preceding 13 years and completion of college courses to qualify for CEA's Education Achievement Award. Either copy of award must be presented or application submitted to and approved by CEA **prior to date of this application**, along with the request for Verification of Employment (VOE). VOE forms are available from regional Professional Designation Chair, CEA Headquarters or the website - www.ceaescrow.org.

CERTIFIED ESCROW OFFICER

1. Four (4) years escrow experience in the respective field within the immediate preceding seven (7) years.
2. Three (3) years escrow experience in the respective field within the preceding seven (7) years and the completion of Escrow I, II and III in CEA's Escrow Achievement Award program with a "C" average or better, official transcripts must be presented; or through a CEA produced course properly documented.
3. Two (2) years experience in the respective field within the immediate preceding seven (7) years and completion of college courses to qualify for CEA's Education Achievement Award. Either a copy of award must be presented or application submitted to and approved by CEA **prior to date of this application**, along with the request for Verification of Employment (VOE). VOE forms are available from regional Professional Designation Chair, CEA Headquarters or the website - www.ceaescrow.org.

CERTIFIED ESCROW TECHNICIAN

1. One (1) year escrow experience in the respective field within the immediate preceding year.

CERTIFIED MOBILE HOME SPECIALIST OR CERTIFIED BULK SALES SPECIALIST

1. Applicants must hold either a CEO or CSEO Professional Designation in order to take the CMHS or CBSS test.
2. A VOE is not required.

TIME WORKED IN ALLIED INDUSTRIES will be credited up to one-half of the actual experience towards the total experience required PROVIDED the applicant has been employed in escrow in California continuously for the two (2) year period immediately preceding the application date.

TIME WORKED IN OTHER STATES which meets all criteria set out herein and is evidenced by proper letter verification will be accepted PROVIDED the applicant has been employed in escrow in California continuously for the twelve (12) month period immediately preceding the date of this application. No allowance will be made for educational achievements in other states.

(See Reverse)

Each application must contain:

1. Request for VOE form or letter of verification from each of the employers on the employers' letterhead for the qualifying time. The letters must be specific as to escrow job duties and time of employment (month, day, year). If impossible to obtain from a previous employer, a notarized statement from an individual aware of the employment may be given, **provided said employer is no longer in business.**
2. The application must have the approval of the Professional Designation Chair of the Regional Association (or the President in his/her absence) and two committee members of said Professional Designation Committee. The approval of the application by the Regional Association shall also constitute verification that the member is in good standing with the respective Association and that the dues are paid.
3. Check for prevailing examination fee payable to the California Escrow Association, **which is nonrefundable.**
4. All qualifications must be verified as of, or prior to, date of this application. **NO EXCEPTIONS WILL BE MADE.**
5. In the event information in this application is false, such false information shall constitute grounds for denial of the application; or in the event professional designation has been granted, shall constitute grounds for revocation of such professional designation. The Professional Designation Committee has the right to take any action it deems appropriate.

**Applications must be received by the California Escrow Association in accordance to the Professional Designation Exam Schedule.
The candidate must be qualified as of the date of this application.**

Upon approval of your application, you will be notified of day, time, and place of the examination.

