



# National Yacht Brokers Certification Program Application Form

The following to be completed by \_\_\_ Applicant \_\_\_ Apprentice (check one)

Applicant name: \_\_\_\_\_ Date: \_\_\_\_\_

Company: \_\_\_\_\_ Applicant Email: \_\_\_\_\_

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

Business Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Website: \_\_\_\_\_

Home Address: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Initial date of affiliation with current firm (Apprentice only) \_\_\_\_\_

Total number of years that the applicant has been engaged in the capacity of a yacht sales professional \_\_\_\_\_

**Please Note:** A minimum of 3 years of engagement as a yacht sales professional is required unless you are applying as an apprentice.

**Please Circle All That Apply:**

Association Membership: **BCYBA Boating Ontario CYBA IYBA GCYBA NYBA YBAA None**  
Industry Affiliate: **Beneteau Platinum Dealer MRAA MICD**

**CPYB Requirements** - The applicant/apprentice, and, where appropriate, the company with whom the applicant/apprentice is currently affiliated, meets or agrees to comply with the following:

1. \_\_\_A. The applicant must provide proof that he/she has worked for at least three years during the past ten years as a yacht sales professional and that he/she is currently engaged as a yacht sales professional and has been for the past one year.  
\_\_\_B. The Apprentice is engaged as a yacht sales professional for a legitimate yacht brokerage or yacht sales company and who has not completed three consecutive years in the business as a yacht sales professional.
2. The applicant/apprentice has not been convicted of a felony offense or equivalent within the previous seven years.
3. The company/ broker of record maintains a dedicated escrow/trust account that is utilized for all client funds in trust.
4. All client payments are made payable to the company/broker of record and not to an individual yacht sales professional.
5. The company/applicant/apprentice currently holds all necessary licenses required by all applicable governmental entities.
6. All client transactions are supported by fully executed, contractually sound written agreements, affording protection to both the buyer and seller.
7. All business conducted by the applicant complies in full with the CPYB Code of Ethics.
8. The applicant /apprentice has not been found in violation of any yacht broker association's code of ethics within the previous seven years.

**Statement of Applicant/Apprentice:**

I have read the CPYB requirements and the CPYB Code of Ethics and I attest that I, and the company with which I am affiliated, do and will comply with the stated requirements and Code of Ethics. The National Yacht Brokers Certification Program reserves the right to revoke any issued CPYB certification if it is determined that:

- 1.) The applicant/apprentice is, or becomes, in violation of any of the stated CPYB Requirements, or
- 2.) The applicant/apprentice provided false or misleading information on the Application Form.

I hereby attest that the information provided herein is accurate and truthful to the best of my knowledge:

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**References;** Please list two current CPYB yacht sales professionals who can attest to your eligibility. Both of your references must be affiliated with a company other than your current company affiliation and must be notified in advance of your intent to use them as references as they will be contacted by the CPYB office.

1. Name: \_\_\_\_\_ Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
2. Name: \_\_\_\_\_ Company: \_\_\_\_\_ Phone: \_\_\_\_\_

**Other yacht sales companies with whom applicant has been affiliated:**

1. Company: \_\_\_\_\_ Principal/Owner: \_\_\_\_\_  
Years Employed: \_\_\_\_\_ Phone: \_\_\_\_\_  
2. Company: \_\_\_\_\_ Principal/Owner: \_\_\_\_\_  
Years Employed: \_\_\_\_\_ Phone: \_\_\_\_\_

**The following to be filled out by principal/owner of the applicant's current company affiliation:**

Principal/ Owner name: \_\_\_\_\_ Title: \_\_\_\_\_  
Company name: \_\_\_\_\_ Year founded: \_\_\_\_\_  
Direct Line: \_\_\_\_\_ Email: \_\_\_\_\_

**Statement of Principal/Owner**

I have reviewed the applicant's/apprentice's information provided on this application.

I hereby attest that the information provided by the applicant is accurate and truthful to the best of my knowledge and that this company meets and supports the criteria necessary for the applicant to conduct business as a Certified Professional Yacht Broker.

**Print Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Payment Information:** A non-refundable application fee of \$50 is required with this completed application form. A copy of the CPYB study materials – "The Guide"- is available for purchase for \$95. The exam fee is due upon the scheduling of your exam. The exam fee qualifies the applicant for two retests if a passing score is not achieved on the first attempt.

**Fees:**

**Application fee:** \$50 – required with application -*Non-Refundable*

**"The Guide"** - \$95 (US mailing address); \$120 (Canadian mailing address); \$160 (outside U.S. or Canada): Price includes shipping when purchased at the time of application.

**Exam fee:** \$275 – for members of *BCYBA, Boating Ontario Dealer, CYBA, FYBA, GCYBA, NYBA, and YBAA and Industry Affiliates; Beneteau Platinum Dealers and MRAA MICD*; \$775 – for non- members

Enclosed is my check for: \_\_\_\_\_ *Please make checks payable to CPYB*

Charge: \_\_\_\_\_ to my Visa \_\_\_\_\_ MasterCard \_\_\_\_\_ American Express \_\_\_\_\_ Discover \_\_\_\_\_

Credit Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_ V Code \_\_\_\_\_

Card Holder Name: \_\_\_\_\_ Signature: \_\_\_\_\_

**Please return application and payment to:  
National Yacht Broker Certification Program  
105 Eastern Ave, Suite 104, Annapolis, MD 21403  
Phone: 410-940-6349 Fax: 410-263-1659  
[www.cpyb.net](http://www.cpyb.net)**

04/2018