



**Applicant**

<b>First</b>	<b>Middle</b>	<b>Last</b>	<b>Nick Name/Informal</b>
			Gender <input type="checkbox"/> Female <input type="checkbox"/> Male
<b>ICSC ID Number</b>	<b>Date of Birth (optional)</b>		

**Business Address**

**Personal/Alternate Address**

Address #1	
Address #2	
Country	State/Province
City	Postal Code
Telephone	
E-mail	

Address #1	
Address #2	
Country	State/Province
City	Postal Code
Telephone	
E-mail	

Use this address for mailing purposes:  Business  Personal

**Professional Development Agreement**

I understand active certification is granted for a three-year period (January 1, 2013 through December 31, 2015) during which I must accumulate a minimum of 10 professional development credits and renew my certification to maintain an active certification status

- € I certify that I have met the professional development requirements for the maintenance period January 1, 2013– December 31, 2015 as reported herein.
- € I have not met the professional development requirements and request exemption henceforth because I'm retired and do not work full-time or part-time in any capacity in the industry, including as a consultant. (Must have a retired ICSC membership or equivalent).
- € I have not met the professional development requirements due to extenuating medical/military circumstances and request exemption for this period only. (Must provide documentation).

**APPLICANT OPTIONS AND PAYMENT**

Amount: USD \$125

MasterCard  Visa  AMEX  Discover

- CDP** Certified Development Design & Construction Professional
- CLS** Certified Leasing Specialist
- CRX** Certified Retail Property Executive
- CSM** Certified Shopping Center Manager
- CMD** Certified Marketing Director

Name (as it appears on credit card)	
Credit Card Number (include all digits)	
Expiration Date (month/year)	Security Code

**(SEE REVERSE FOR REQUIRED SIGNATURE)**

## STANDARDS OF PROFESSIONAL CONDUCT

ICSC sets forth a code of professional ethics to guide the conduct of our certificants in the performance of their professional responsibilities.

Agreement with these terms is required by all applicants.

- I pledge myself to comply with and foster the highest standards of professional conduct.
- I pledge myself to the advancement of professionalism within retail real estate through the auspices of my ICSC certification.
- I pledge to seek and maintain an equitable, dignified and cooperative attitude with the fellow designees and with all others who may be a part of my professional and business life.
- I pledge myself to place honesty and integrity above all else and to pursue my gainful efforts with diligence and dedication so that all colleagues, clients and customers will be served in accordance with the highest possible standards.
- I shall not use, or permit to be used, my designation or mark in any manner that will adversely affect the professional standards or objectives of ICSC.
- I shall not make or encourage derogatory statements, written or oral, concerning another designee or his/her business activities.
- I shall not violate the law, including but not limited to fraud, embezzlement, misappropriation of property, or unlawful discrimination, as determined by a court of competent jurisdiction or an administrative or regulatory body.
- I shall not commingle monies collected on behalf of clients or which have been entrusted to me by clients to be held in escrow accounts.
- I shall not engage in any activity that might be considered a conflict of interest with any client or employer's interest unless they are first advised of the facts and circumstances and have approved such activity.
- I shall not ask for or receive directly or indirectly any rebate, discount, fee or commission, monetary or otherwise, without the prior written consent when engaged in a project on behalf of a client or employer.
- I shall not disclose to any party information concerning a client's or employer's business affairs without prior written consent of the client.
- I shall at all times keep proper financial and other records in accordance with good business practices and professional standards.
- I shall at all times conduct my work consistent with the highest standards possible and in compliance with all applicable codes, regulations and laws as well as consistent with obtaining the highest possible income for my employer.

## CERTIFICANT AGREEMENT AND ATTESTATION

In submitting this application, I fully understand that it is an application only and does not guarantee certification.

I attest that the information submitted is correct and complete, and I understand that any misstatement of fact may disqualify me and could result in the termination or suspension of such designation if it shall have been conferred upon me.

I hereby authorize the International Council of Shopping Centers and the Admissions and Governing Committee to verify the information supplied herein. I agree to provide any additional information relation to my qualifications which the Admissions and Governing Committee may request.

I recognize that ICSC designations are registered service marks and collective membership marks, and I shall cease to use any mark of identification as a designee in the event of my resignation, expulsion, or suspension from the certification program pursuant to the Rules and Regulations of the International Council of Shopping Centers relating to these certifications.

I understand that my certification may be revoked or other disciplinary action taken for violating program policies including:

- Conviction of a felony relating to professional practice;
- Violation, in ICSC's sole discretion, of examination procedures or security;
- A material misstatement on an application for initial certification or renewal application, whether intentional or unintentional;
- Misrepresentation or improper use of ICSC credentials;
- Failure to recertify on a timely basis.

I understand the Rules and Regulations governing all ICSC Professional Certifications, through rarely modified, remain subject to change by the Admissions and Governing Committee and ICSC Board of Trustees.

I hereby waive any and all claims against the International Council of Shopping Centers and any of its members, trustees, agents or representatives, individually or as group, arising out of or resulting from any failure or refusal to confer upon me the professional designation if it shall have been conferred upon me.

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Applicant Signature

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Date

**PROFESSIONAL DEVELOPMENT WORKSHEET**

Use the worksheet below to document a minimum of 10 professional development credits earned in 2013, 2014 and/or 2015 for continuing education, industry service and professional recognition activities. ICSC event credit is already 'on file' as shown in enclosure and can be listed in total as your first entry. Professional development activities can be sponsored by ICSC or by third-parties such as your employer, educational institution, or other related industry organizations. Documentation may be requested for non-ICSC related programs on a case by case basis.

**Professional Development Activity**  
January 1, 2013 – December 31, 2015

Host	Event, Course or Activity	Date Completed	Credits Earned
ICSC	Event Credit On File	2013-2015	
		Total Credits Earned	

All ICSC Certified professionals are required to demonstrate continued competence and active industry engagement through professional development by renewing their credentials (recertification) every three years. Every designee is assigned a 3-year certification maintenance interval that starts the same year that the initial certification was granted and begins again every three years. All activities must be completed within this time period.