



CERTIFIED VENUE PROFESSIONAL

Letter of Confirmation

Name of Applicant: _____

Current Position: _____

Current Venue: _____

The International Association of Venue Managers (IAVM) offers a mid-level certification program aimed at recognizing professional venue managers, creating a pathway to the Certified Venue Executive (CVE) - and providing the venue management industry with a program to recognize experienced and skilled venue managers, in this industry.

The Applicant is applying for the Certified Venue Professional (CVP) by accruing sufficient points in the Entry Criteria Selection, which includes previous education activities, current skills, venue management experience and involvement in IAVM and the venue management industry.

Applicants for certification are required to provide a Letter of Confirmation from the executive(s) to whom they report, attesting to the applicant's position in mid-level to senior level management within a public assembly venue's management structure or an industry-related supplier of products or services. Please attach the letter of Executive Confirmation to the submitted application.

Subject to receipt of an approved application, completed Letter of Confirmation, and a passing score on the CVP written exam, the Applicant will be awarded the CVP designation and formally recognized at VenueConnect, IAVM's annual conference and trade show.

Please submit this form by email to certification@iavm.org or return to the candidate for inclusion in the application submission.

To assist the Applicant in the CVP process, it would be appreciated if you could complete the following questions:

1. How long have you known the Applicant and in what capacity?

2. Please list the venue management roles and positions that the Applicant has undertaken in the last 3 years.

Name of Reference: _____

Position: _____

Venue/Company: _____

Signature of Reference: _____