

CERTIFICATION PROGRAM SUMMARY

CERTIFIED HOME INVENTORY PROFESSIONAL PROGRAM, CHIP™

&

CERTIFIED BUSINESS INVENTORY PROFESSIONAL PROGRAM, CBIP™

The National Association of Home Inventory Professionals, NAHIP™ is pleased to offer a certification program for inventory service professionals. Our unique certification program sets the standard for professionalism in the field of inventory documentation.

The certification process is straight forward and reasonable to ensure that any serious inventory professional can achieve the CHIP™ and/or CBIP™ designations.

The CHIP™ & CBIP™ designations validate your experience and demonstrate your commitment to ethical and professional practices in the field of inventory documentation. Following the successful completion of the requirements set forth, an individual may display the CHIP™ and/or CBIP™ designations and utilize the special logo reserved for those certified.

The certification process requires the following items:

- **Inventory Documentation Submission (minimum 75 items)**
(Home Inventory for CHIP™ and/or Business Inventory for CBIP™)
- **Inventory Documentation to Certification Standards**
(Image quality, Clear descriptions, Proper spelling, Accurate totals & Sorting)
- **Narrative on the Benefits of Inventory Documentation**
(Free form paragraph detailing the benefits and importance of home and small business inventory documentation)
- **Insurance Coverage (Liability & Dishonesty-Fidelity Bond)**
(Minimum liability coverage of \$20,000 & minimum bond of \$10,000)
- **NAHIP Membership**
(Must be an active member of NAHIP and agree to all terms and conditions of membership)
- **One Time Certification Fee of \$495**

All certification submissions will be reviewed by a certification specialist with a Masters Degree in Business (MBA) who will provide feedback and revision requests as necessary. Resubmission of certification materials following review may be done at no additional cost.