



Recertification Check List

Please check to ensure that you have all the necessary information for your CFM[®] renewal.

_____ CFM Maintenance Points (120)
You may enclose the recertification worksheet form or use a separate sheet.

_____ I attest that my CFM renewal documents are correct.

_____ (name -please print) (IFMA number)

_____ (signature) (date)

Processing Fees: US\$210 Member / US\$265 US Nonmember

A late fee of \$100 US is required in addition to the renewal fee if the renewal is more than three months past the expiration date.

_____ Check enclosed _____ Credit Card _____ Online Payment*

*Online Renewal Payment link: http://www.ifma.org/learning/fm_credentials/index.cfm

___ Visa ___ M/C ___ Discover ___ Diner's Club ___ American Express

Credit card number: _____

Expiration date: _____

Exact name that appears on the card: _____

Signature (authorizing the payment): _____

Information:

1. Submit your completed recertification documents with payment either by:
 - 1 Mail to IFMA Recertification, 1 E Greenway Plz, Ste. 1100, Houston, Texas 77046
 - 2 E-mail to credentials@ifma.org
 - 3 Fax to +1-281-974-5634
2. We also give you the option to submit a credit card payment through the Online Renewal Payment Form. You must still forward your completed recertification via e-mail or mail. Your card will not be charged until your recertification documents are received and approved. A paid receipt will be included with your new certificate.