



Application Form for Validation and Verification Bodies

City Forest Credits (CFC) requires that all Validation and Verification Bodies (VVBs) submit an application that includes qualification information and a verifier attestation, which defines the roles and responsibilities and no conflicts of interest, as well as an updated resume. CFC will review the application, resume, and other attachments, conduct a training, and test the applicant in protocol understanding.

Validation and verification activities may not be conducted until the VVB has received approval from CFC. Once approved, it is the VVB's responsibility to update CFC immediately about any changes in accreditation status or scope, enforcement activities, investigations, revocations or suspensions of the body itself, or any verifiers working on the VVB's behalf.

Instructions: Complete all sections of this form and attach appropriate documents where required. Submit the completed form, an updated resume, and other appropriate documents to info@cityforestcredits.org

General Information

Date of application submission	<i>Provide date</i>
Applicant name	<i>Provide name of organization or individual</i>
Primary contact person	<i>Provide name, title, mailing address, phone, email</i>
Secondary contact person	<i>If applicable, provide name and information for secondary contact person</i>
City Forest Credits protocol type	<i>Provide name of protocol, either tree planting or tree preservation</i>

Qualifications

General validation and/or verification experience	<i>Describe experience</i>
<p>Applicant demonstrates competencies through one of the two paths:</p> <ol style="list-style-type: none"> 1) Accreditation by a member of the International Accreditation Forum for project validation and verification, or meets the competence requirements as set out in International Organization for Standard (ISO) 14065:2013 2) Credentials, experience, or proficiencies in the following: <ol style="list-style-type: none"> a. Educational background such as B.A. or B.S. with a major, minor, or concentration in forestry or urban forestry from an accredited college or university, or work experience of at least three years in urban forestry or forestry b. Membership in a forestry or urban forestry related professional organization with Continuing Education requirements c. Greenhouse gas accounting and monitoring 	<i>Describe details of applicant competencies</i>
Other relevant programs and scopes for which the applicant is currently in good standing	<i>Provide information</i>

Has the applicant's status of good standing under any programs or scopes previously been revoked or suspended? If so, explain why.	<i>Provide information</i>
--	----------------------------

Attestation

I attest that all the information provided on this application and to City Forest Credits throughout the application process is free of material misstatement, to the best of my knowledge. I agree to maintain the accuracy and completeness of the information contained in this application throughout the application process.

I agree to immediately notify City Forest Credits in writing at info@cityforestcredits.org about any material change in any information contained in this application.

Signed on [insert month and date] in 2022, by [insert name of applicant].

Signature

Printed Name