



To hold the CBB designation, an active member of CABB must complete the following requirements.

**Initial CBB Certification Requirements:**

1. **Membership in CABB and Agreement to uphold Association Code of Ethics**
2. **Completion of CABB 101 AND CABB 201**
  - o **CABB 101: Members who have other certifications or experience may waive CABB 101**  
[CABB 101 Waiver Form](#)
  - o **CABB 201: Members who have completed IBBA 210, 220, AND 221 or hold an active CBI may waive CABB 201**
3. **Proof of selling 5 business transactions** (not Real Estate) that have successfully closed within the past 4 years  
[Download Transaction Proof Template.](#)
  - o **Closed Transactions must meet one of the following criteria:**
    - Minimum gross transaction amount (purchase price) of \$100,000
    - Minimum gross success fee/commission to broker of \$10,000
4. **Attendance at 2 industry conferences** in the past 4 years (CABB, IBBA or M&A Source), minimum of 1 CABB Conference
5. **Completion of the CBB Application and \$50 Application Fee**

Please complete the below form:

<b>Application Date:</b>		<b>Firs Name:</b>		<b>Last Name:</b>	
<b>Company:</b>					
<b>Office Address:</b>					
<b>City:</b>		<b>State:</b>		<b>Zip:</b>	
<b>Phone:</b>			<b>Email:</b>		

**Attachments:**

- Proof of Passing CABB Course 101  
*(OR see CABB 101 waiver form for experienced Brokers)*
- Proof of Passing CABB Course 201  
*(OR active CBIs and members who have completed IBBA 210, 220, AND 221 may waive CABB 201 with proof)*
- Proof of five (5) selling business transaction
- Payment for \$50 Application Fee

I have read, understood and agree to uphold the CABB Code of Ethics. I also declare and affirm the statements made in the forgoing application, including accompanying statements and transcripts are true, complete and correct. I authorize the investigation of all statements contained in this application.

<b>Signature:</b>	
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**Please return this application to:**

California Association of Business Brokers  
4747 N. First Street,  
Suite 140  
Fresno, CA 93726

Or email to: [CABB@CABB.org](mailto:CABB@CABB.org)



## Revocation

The Certified Business Broker (CBB) designation of any member may be terminated by the Association's Board of Directors for the following reasons:

- 1) Failure to remain a current member in good standing with CABB.
- 2) Violation of the Association's bylaws and/or rules and regulations, or Code of Ethics.
- 3) Misrepresentation, either intentional or otherwise, of experience or other qualifications.
- 4) The rendering of a guilty verdict by a trier of fact of proper jurisdiction (court or arbitration) for charges which, in the opinion of the Association's Board of Directors, reasonably establish the **CBB's** noncompliance with those standards required by the CABB.

Any CBB whose designation is terminated shall immediately return his **CBB** certificate and any other related items (pins, plaques, etc.). In addition, his store of stationery and other renderings mentioning the **CBB** designation must be immediately destroyed. And, lastly, it is specifically understood that the member or former member may not verbally or in print make ANY reference to "former CBB," "past CBB," or the like.

## Identification

Once your application is submitted, CABB will review your qualifications and contact you with the credentialing committees' decision. Individuals awarded the **CBB** designation shall receive a **CBB** certificate from CABB. The member may also include the designation by the initials "**CBB**" or the words "**Certified Business Broker**" on his business cards, seals, brochures, letterhead, and other promotional materials.