

The Bed & Breakfast Association of Virginia

Application for Membership

Region _____ (office use)

Instructions

Please complete both the application and the BBAV Code of Ethics. Return with copies of all required licenses and proof of insurance. Attach \$100.00 application fee and photos of your inn.
 Send all materials to **BBAV Office, 3270 Melrose Lane, Keswick VA 22947**
Questions ? Please call the BBAV Executive Director at: 888-660-2228

Business Name: _____ # of Guest Rooms _____

Physical Address: _____

Mailing Address: (if different) _____

Inn Phone: _____ Fax: _____

Toll Free: _____ Owner Phone (if different) _____

Website: _____ E-Mail: _____

Owner/s: _____

Innkeeper/s: _____

Annual Membership Dues: _____ Fees: _____

Annual Membership Dues

1-2 Rooms	\$250
3 Room	\$275
4 Rooms	\$300
5 Rooms	\$325
6 Rooms	\$350
7 Rooms	\$375
8 Rooms	\$400
9 Rooms	\$425
10 Rooms	\$450
\$25 per room over 10	

Application Fee of \$100 (**nonrefundable**)
 New inns will also be charged a one time \$50 Internet setup fee

Upon approval, new members will be billed for dues prorated quarterly.

Membership Prerequisites: These must all be completed BEFORE an inspection takes place

- ___ My business is currently operating and open to the public.
- ___ My business publishes written room rates, reservation, and cancellation policies.
- ___ At the minimum, a continental, seated breakfast is included in the price of the room.
- ___ Any hall or shared bath, as well as all guest sleeping rooms, have locks on the doors.
- ___ All owners, innkeepers and staff shall adhere to and sign the Code of Ethics of the BBAV.
- ___ I am the owner of the B & B/Inn applying for membership in the BBAV.
- ___ Copies of the following documents as required by the State of Virginia or by my locality are attached.
 ___ **BBAV Code of Ethics** ___ **Business License (if applicable)** ___ **Health Dept. Permit** ___ **Virginia Sales Tax Certificate**
 ___ **A copy of the declarations page of my commercial liability insurance policy is attached.**

Please include 4 photos of your inn
The image of your inn must be a High Resolution Digital image submitted on a CD, or hard copy photo.
 This is for use in the BBAV Directory. We can obtain images for the website from your web site

I understand that membership acceptance is conditioned upon the completeness and accuracy of this application, successful site inspection, timely payment of dues, and agreement to hold the Association harmless for any of its acts.

Signature of Owner/s: _____ Date: _____

Signature of Innkeeper/s: _____ Date: _____