



CERTIFIED VENUE PROFESSIONAL

REFERENCE QUESTIONS

Name of Applicant: _____

Current Position: _____

Current Venue: _____

The International Association of Venue Managers (IAVM) has introduced a mid-level certification program aimed at recognizing professional venue managers, creating a pathway to the Certified Facilities Executive (CFE) - and providing the venue management industry with a program to recognize experienced and skilled venue managers, in this industry.

The Applicant applied for the Certified Venue Professional (CVP) and was accepted into the program by accruing sufficient points in the Entry Criteria Selection, which includes previous education activities, current skills, venue management experience and involvement in IAVM and the venue management industry.

The next stage of the process is to receive references from 3 senior members of the venue management industry.

The Applicant has nominated you as one of the required references.

Subject to receipt of satisfactory references, and a passing score on the CVP written exam, the Applicant will be awarded the CVP designation and formally recognized at VenueConnect, IAVM's annual conference and trade show.

To assist the Applicant in the CVP process, it would be appreciated if you could provide a written response to the following questions:

1. How long have you known the Applicant and in what capacity?
2. Please list the venue management roles and positions (and broad responsibilities) that the Applicant has undertaken in the last 5 years.
3. Please list the Applicant's principal attributes relevant to being a professional venue manager.
4. In your opinion, what is the future for the Applicant in the venue management industry?
5. Please list any other relevant information in supporting the Applicant being certified as a CVP.

Name of Reference: _____

Position: _____

Venue/Company: _____

Signature of Reference: _____