



Certified Local Government Purchasing Officer Application for Lifetime Certification



Lifetime Certification requirements for individuals who have obtained CLGPO certification:

- Age fifty-five, and fifteen or more years of experience in public purchasing,
or
- Twenty or more years of experience in public purchasing, regardless of age.

Instructions for Submitting Application:

- Completed application form and supporting documentation must be submitted in *pdf form*, compiled into *one pdf with the application form appearing first*.
- Application packet must be emailed to Continuing Education Coordinator Jasmine Johnson at jjohnson@sog.unc.edu no later than November 1st in the year preceding the qualification date or any application cycle thereafter. For example, if an applicant will achieve 20 years' experience in May of 2017, the applicant may apply by November 1, 2016, or in any year thereafter.
- Applications must be submitted by 11:59 PM on November 1st of each annual cycle.

A. Applicant Information:

Name: _____ Date: _____
 Employer: _____ Telephone: _____
 Address: _____
 City: _____ Zip: _____
 Email: _____ Fax: _____

B. Issue date of certification or most recent recertification: _____

C. Application Category (please check only one):

Category 1: Age 55 and 15 or more years of public purchasing experience

Category 2: 20 or more years of public purchasing experience, regardless of age

D. Required Documentation: Please submit *with this application* the documentation described below:

Category 1:

1. Letter(s) from employer(s) or other information documenting years of experience in public purchasing
2. Copy of your driver's license or other identification providing proof of your age

Category 2:

1. Letter(s) from employer(s) or other information documenting years of experience in public purchasing