



Private Investigators Association of Idaho  
Membership Application

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Please check application type:

☐ Active

☐ Associate

☐ Entry/Student

### **PIAI Membership Information & Requirements**

The Private Investigators Association of Idaho has three membership categories: ACTIVE, ASSOCIATE & ENTRY/STUDENT. All members in good standing are entitled to display the PIAI logo. Members receive a Certificate of Membership and a PIAI identification card. Complete and email your completed application and documentation to: [membership@piai.us](mailto:membership@piai.us). Must be 21 years of age or older. The PIAI currently accepts PayPal, Company Check, or Money Order. PIAI Memberships are renewed annually.

#### **ACTIVE MEMBERSHIP**

\$100/year + \$50 non-refundable background check fee at the time of application. Provide proof of at least 250 hours of verifiable work experience as a private investigator. (Active or Retired Military & Law Enforcement enjoy a 50% reduction to 125 hours of verifiable private investigation experience. Individuals with Private Investigation Education enjoy a 25% reduction to 62.5 hours of verifiable private investigation experience). currently practicing as a Private Investigator in the state of Idaho and carry General liability insurance (Minimum \$500,000). Must provide a copy of an Idaho business license or applicable Idaho business documentation, whether an independent contractor or employed by an investigative service company. Must pass a background check.

#### **ASSOCIATE MEMBERSHIP**

\$75/year + \$50 non-refundable background check fee at the time of application. Individuals, business entities, state associations, and those retired from and in support of the private investigations field or related industry shall be eligible to become an Associate Member. Must pass a background check.

#### **ENTRY / STUDENT**

\$50/year + \$50 non-refundable background check fee at the time of application. An Entry / Student Member must be currently enrolled in education courses (online or onsite), or otherwise actively pursuing a Private Investigation career. Must pass a background check.



## CPI Certification

For those seeking to become a Certified Private Investigator (CPI), the Idaho CPI Certification Program provides an avenue for new PIAI applicants and for existing PIAI members. Simply select the appropriate pathway based on your membership status through **The Idaho Certified Private Investigator Certification Program.**

The CPI designation signifies verified experience, knowledge, and competency in the field of private investigations. The CPI Certification, along with the CPI logo and professional designation, is awarded to members who successfully complete the Idaho Certified Private Investigator course modules, certification exam, and receive approval from the PIAI for certification.

The following must be submitted to **[certification@piai.us](mailto:certification@piai.us)** to qualify for Certification:

- ✦ Successful completion of the **PIAI Idaho Certification course modules and the PIAI certification exam** with a test score of 75% or greater.
- ✦ Proof of a minimum of 250 hours of verifiable experience in the field of private investigations. *(Active or Retired Military & Law Enforcement enjoy a 50% reduction to 125 hours of verifiable private investigation experience. Individuals with Private Investigation Education enjoy a 25% reduction to 62.5 hours of verifiable private investigation experience).*
- ✦ Copy of E&O / general liability insurance (Minimum \$500,000)
- ✦ Copy of private investigator license (where required by jurisdiction or state)
- ✦ Copy of business license or other business documentation, whether an independent contractor, sole proprietor or employed by an investigative service firm/company.
- ✦ Business card and/or website address
- ✦ 3 professional references (references must have known applicant minimum of 3 years)
- ✦ Verification of PIAI membership in good standing.
- ✦ Pass an oral interview administered by the PIAI Certification Program.
- ✦ Pass a background investigation.

The PIAI Certification Committee will contact you to review and verify your documents. Upon Certification, you will receive a Certificate of Completion, CPI logo permissions, and access to LinkedIn CPI Badge.

*NOTE: Renewal of your CPI Certification requires the submission of 20 hours of verifiable continuing education prior to your two-year certification anniversary*

*The CPI certification is not intended to substitute or replace any state or local licensing where required. Rather, acts in addition to an individual's commitment to their industry and provides confidence and trust with the public, especially in the state of Idaho where licensing or certification is not required*

| Personal Information   |                     |                               |                 |
|--|---------------------|-------------------------------|-----------------|
| Name (Last, First, M.I.)   |                     | SSN                           | DOB MM/DD/YY    |
| Physical Address, City, State, Zip                                   |                     |                               |                 |
| Mailing Address, City, State, Zip (if different from above)          |                     |                               |                 |
| Primary Phone  | Secondary Phone     | Email Address                 |                 |
| Country and Place of Birth   |                     | Maiden name/aliases           |                 |
| Education History  |                     |                               |                 |
|  | School Name/Address | Date of Graduation            | Degree Received |
| College  |                     |                               |                 |
| Trade School   |                     |                               |                 |
| Certification  |                     |                               |                 |
| Certification  |                     |                               |                 |
| General Information  |                     |                               |                 |
| Subjects of Special Study/Research, Work, or Special Training/Skills |                     |                               |                 |
| US Military Service  |                     |                               | Rank            |
| Law Enforcement Service  |                     |                               | Rank            |
| Current Employer   |                     |                               |                 |
| Start Date:  |                     | Name and Address of /Employer |                 |
| End Date:  |                     |                               |                 |
| Position   |                     |                               |                 |
| Type of Business/Description of Work                                 |                     |                               |                 |
| Previous Employer  |                     |                               |                 |
| Start Date:  |                     | Name and Address of /Employer |                 |
| End Date:  |                     |                               |                 |
| Position   |                     |                               |                 |
| Type of Business/Description of Work                                 |                     |                               |                 |
| Reason for Leaving   |                     |                               |                 |
| Previous Employer  |                     |                               |                 |
| Start Date:  |                     | Name and Address of /Employer |                 |
| End Date:  |                     |                               |                 |
| Position   |                     |                               |                 |
| Type of Business/Description of Work                                 |                     |                               |                 |
| Reason for Leaving   |                     |                               |                 |
| Criminal History   |                     |                               |                 |
| Have you ever been convicted of a crime?                             |                     | Yes                           | No              |

**If yes, give full particulars of each case**

**References: Three persons not related to you whom you have known for at least 3 years**

| Name |  | Phone |  |  |  | Relationship |  |  | Years Known |  |
|------|--|-------|--|--|--|--------------|--|--|-------------|--|
|      |  |       |  |  |  |              |  |  |             |  |
|      |  |       |  |  |  |              |  |  |             |  |
|      |  |       |  |  |  |              |  |  |             |  |
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Any additional information you would like to add:

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I certify that the information I have provided to the Private Investigators Association of Idaho are true, correct, and complete. I am not providing misleading, false, or deceptive information. I understand that if I have provided misleading, false, or deceptive information the association will dismiss my application, and I will not be eligible to reapply at any time. I may be asked to provide additional documentation. I understand that the PIAI reserves the right to verify all information that I provide. If I misrepresent my credentials, refuse to provide documentation later if asked, or are not current with my insurance, bond, continuing education, or licensing required I understand and agree that my certification and/or membership will be terminated. If the documentation required for the credential or certification and/or membership status for which I am applying is not received within 1 month from the date of application resulting in cancellation of my application or my application is denied for any reason, I understand that the background fee will not be refunded. I agree that I will notify the PIAI board in writing if I am arrested or if a civil/criminal complaint is made against me. I agree to hold harmless and indemnify PIAI and its officers and directors for any misrepresentation of my credentials and for all claims, loss, judgment, or expense. PIAI board does not endorse, guarantee, or warrant the work or opinions of any individual who is certified as a Certified Private Investigator or a member of the PIAI. Membership and/or CPI certification does not imply licensing or registration by the organization of a member's qualifications, abilities, or expertise. The PIAI board does not assume any responsibility or liability for those who become a PIAI member and/or a CPI-Certified Private Investigator. The applicant agrees to always adhere to the PIAI Code of Conduct.

By signing this I agree to the terms stated above:

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_