



## BBIM Membership Application

### Application Information section

There are four types of BBIM membership:

- Full (Inn) Membership (requires a \$100 application fee with this application, with annual dues (\$250 plus \$20 per room over the first guest room) prorated to July 31st invoiced after the inspection and approval process)
- Associate Membership: Aspiring Innkeeper Membership (\$50 annual dues)
- Associate Membership: Friends of BBIM Membership (\$50 annual dues)
- Associate Membership: Vendor Membership (\$100 annual dues)

Please complete the applicable sections of this application. You may return to it if you need to gather information. When you complete the application online, you will be taken to a page for the opportunity to pay your application fee / annual dues online (via PayPal®) or check by mail.

\* 1. BBIM needs this information in order to properly identify you and process your application:

Applicant Name(s):	<input type="text"/>
Inn Name / Business Name (if applicable)	<input type="text"/>
Address:	<input type="text"/>
Address 2:	<input type="text"/>
City/Town:	<input type="text"/>
State:	<input type="text" value="-- select state --"/>
ZIP/Postal Code:	<input type="text"/>
Email Address for BBIM contact:	<input type="text"/>
Phone Number:	<input type="text"/>

\* 2. How may BBIM contact you about this application?

Email (preferred by BBIM)

Phone

U.S. Mail

3. Additional Information

Website address

Toll-free phone (if applicable)

Cell phone number

\* 4. What basic type of membership are you applying for?

**Full (Inn) Membership** (for active inns and B&Bs) -

A non-refundable application fee is due **with this application** (\$100). This application fee covers the cost of inspection and is **not** applied to your dues.

BBIM Full (Inn) Membership annual dues are \$250 plus \$20 per room over the first guest room and will be invoiced (prorated to July 31st) after the inspection and approval process.

Select and click "Go to next section" to **go to the Full (Inn) Membership section**.

**Associate Member** (for Aspiring Innkeepers, Friends of BBIM and Vendors)

Select and click "Go to next section" to **go to the Associate Member section**.

Comments?



## BBIM Membership Application

### Full (Inn) Membership section

**This information is required for inns wishing to be full members with all of the benefits and privileges that go with BBIM membership, including a complete listing on the BBIM website, [www.bbim.org](http://www.bbim.org), a link to your website and access to our private chat group.**

\* 5. Please list the owner's name(s) and role in the business

Owner's name(s)

Owner's role in business

\* 6. Additional required information (enter N/A if Not Applicable)

Date innkeeper accepted  
first paying guest

Dates of operation if not  
open year round

Commercial Liability  
Insurance company and  
policy number (\$1 million  
liability coverage required)  
- this is ***not*** property  
insurance

Missouri sales tax number

County or City License  
number (if applicable)

Missouri Lodging  
Establishment License  
(RSMO 315-011 for 5 or  
more rooms)

**\* 7. Safety Information**

Does owner or innkeeper live on-site?

If not, how far from the inn (in minutes)?

How do you provide for emergencies when staff is absent?

**\* 8. BBIM requires certain health/safety standards**

Yes

No (This disqualifies you from membership)

Do you have GFCI protection on all kitchen and bathroom electrical outlets?

Do you have functioning smoke alarms in all guest bedrooms and in common areas?

Do you have a functioning fire extinguisher on each floor?

Do you have a heat-boosted rinse on your dishwasher or provisions for a chlorine rinse?

Do you have \$1,000,000 in guest liability insurance, either as part of your basic policy or an umbrella policy.

**\* 9. BBIM requires that you provide breakfast on site to your guests and that this breakfast be more than just a "bagel & juice." You may provide more than one type of breakfast depending on your business model. Choose all that apply.**

- Full hot breakfast
- Continental breakfast (describe in comments)
- "Cook your own" breakfast with food provided (describe in comments)

Please provide details

\* 10. Number of guest rooms. A guest room is one that can be rented separately, including suites. A suite can include 2 or more bedrooms as long as they are never made available to separate parties.

Note: Per BBIM bylaws, inns of 1-24 rooms are eligible for membership.

\* 11. Additional BBIM option: As a BBIM member, you may choose to add the following option. You will be invoiced after your inn is inspected and approved.

**Visit KC Membership** - \$75 annual membership (includes a [VisitKC.com](http://VisitKC.com) listing and a link to your website).

Note: This is a group rate through BBIM only and **not** limited to Kansas City area inns.

No, thanks.

Comments?



## BBIM Membership Application

### Associate Membership section

**For those applying for an Associate Membership (Aspiring Innkeepers, Friends of BBIM or Vendors) please complete this page.**

\* 12. What type of Associate Membership are you applying for?

- Aspiring Innkeeper** (for aspiring innkeepers or new inns not yet ready for full membership)  
• Annual membership dues are due with this application (\$50).
- Friend of BBIM** (for those who wish to stay in touch with BBIM, such as former innkeepers)  
• Annual membership dues are due with this application (\$50).
- Vendor** (for vendors of the Bed & Breakfast industry wishing to sell goods and services to BBIM members)  
• Annual membership dues are due with this application (\$100).

\* 13. Please complete the following

If your business is a Bed & Breakfast or Inn, do you already have a property?

If so, give the location (if different from above address):

When did you open / when do you plan to open?

If you are a vendor, what is the nature of your business?

If you are a friend of BBIM, what is your relationship to BBIM?



## BBIM Membership Application

### Certifications and Payment section

**After you complete this page, you will be directed to a page with various payment options, both online (via PayPal®) and check by mail.**

14. Please identify any existing BBIM member(s) who recruited you as a member and/or materially influenced your decision to join BBIM.

\* 15. Do you want an experienced BBIM innkeeper assigned to you as a mentor (for Aspiring and current innkeepers)?

- Yes
- No
- Not applicable

\* 16. Are you interested in being placed on an attendee list for our next Aspiring Innkeepers Workshop (for Aspiring and current innkeepers)?

- Yes
- No
- Not applicable

\* 17. BBIM has volunteer opportunities in which you can help make the organization even better. Are you interested in volunteering?

- Yes
- Maybe later
- No

If **Yes** or **Maybe later**, what skills do you have and what are your areas of interest (marketing, membership, finance, IT, social media, conference planner, speaker, Board member, etc.)?

\* 18. For Full (Inn) Membership applications:

By submitting this application, I agree to comply with the standards established by BBIM and to abide by all required health and safety codes. I also attest that I have full rights to any pictures or information submitted to BBIM for publication or website purposes.

- Yes
- No (This disqualifies you for membership)
- Not applicable for Associate Member

Comments?

\* 19. Payment Method: I will pay the Appropriate fee by the method indicated below

- Paypal
- Check made out to BBIM and mailed to:

Bed & Breakfast Inns of Missouri  
P.O. Box 77  
Washington, MO 63090

When you complete this application online, you will be taken to a page with various payment options, both online (via PayPal®) and check by mail.