ACA INTERNATIONAL
The Association of Credit and Collection Professionals

2026 Board of Directors Candidate Application

Purpose

ACA International leads the accounts receivable management industry through education, advocacy and resources designed to help members succeed.

The ACA International Council of Delegates will meet on **July 22, 2026** to elect three directors to three-year terms.

Completing the Application

Remember the following:

- ☐ Complete the entire application.
- ☐ Provide a picture of yourself via e-mail for the candidate page. Photo should be a professionally-taken headshot, 5”x 7” at 300 dpi resolution in jpg file format.
- ☐ Sign your application which acknowledges your review and understanding of:
  a. ACA International’s Code of Conduct (available at www.acainternational.org/about/code-of-conduct); and
  b. ACA Board of Directors 2026 Campaign Information and Position Description.

Instructions for completing application:

1. Complete all sections indicating Not Applicable (N/A) when necessary.
2. Please limit your responses to the characters allotted for each section.
3. Return your completed application with signature to corporate.secretary@acainternational.org. An electronic signature is permitted by using the following format in the signature line: /John Smith/.
4. If you have questions, please contact the ACA Corporate Secretary at corporate.secretary@acainternational.org.
5. **The ACA Corporate Secretary must receive your completed application by March 2, 2026.**

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Candidate Information

Candidate Name _____

Company Name _____

Company Address _____

City _____

State _____ Zip _____

ACA Member Number (if known) _____

Phone (business) _____

Phone (cell) _____

Email _____

Attestation, Conflicts of Interest, and Willingness to Serve

You must check all of the following for your application to be considered.

- ☐ I am a member, or officer or management level employee of any member of a Unit, Chapter, Division or member company. I am a natural person and eighteen (18) years of age or older.
- ☐ I have demonstrated active involvement with the Association at an international, national, Chapter or Unit level.
- ☐ I know of no past, current or prospective reason, either legal or financial, that would prevent me from serving on the ACA International Board of Directors or that would be a detriment to the image of ACA International.
- ☐ I have no close familial relationship with any current director on the Board of Directors which would disqualify me from service on the ACA International Board of Directors.

  (Standard Operating Procedure 6A-1.04: "No two (2) officers or directors on the Board of Directors may simultaneously maintain his or her seat when: (a) Each is, or has a close familial relationship with, a director, trustee, officer, key employee of, or greater-than-10% owner in, the same business entity (or the investment entity related thereto) holding the Association membership; or (b) One is, or has a close familial relationship with a person, employed by the other either in a sole proprietorship maintaining an Association membership, or by a member organization in which the other individual is associated as a trustee, director, officer, key employee, or greater-than-35% ownership interest. Ownership interest in this section means voting power or profits in a partnership or limited liability company, membership interest in a nonprofit organization, or beneficial interest in a trust. "Close familial relationship" shall mean sibling, spouse, parent/child, or grandparent/grandchild.")
- ☐ As a candidate for a seat on the ACA International Board of Directors, I have reviewed and I understand the responsibilities identified in:
  - ACA International's Code of Conduct (available at www.acainternational.org/about/code-of-conduct);
  - 2026 Campaign Information and Position Description for an ACA Board member

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Board Candidate Information

These responses and your picture will be provided to the Council of Delegates on the ballot for its Annual Meeting. Please review carefully before submitting. ACA is not responsible for editing your responses.

1. Statement of Interest

Describe your reason(s) for seeking a position on the ACA Board of Directors. ***(limit text to 1,075 characters)***

2. ACA Service

Describe your present/past service to ACA – committee involvement, Unit or Chapter activity, etc. ***(limit text to 480 characters)***

3. Leadership Positions/Community Service

Describe other voluntary leadership positions and/or community service. ***(limit text to 225 characters)***

4. Meeting Attendance

Summarize your ACA meeting attendance during the last 5 years. ***(limit text to 225 characters)***

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5. Responsibility at Your Company

Describe your position and responsibility at your company. ***(limit text to 225 characters)***

6. Experience

Describe your experience within the accounts receivable management industry. ***(limit to 480 characters)***

7. Long-Range Goals

Discuss your long-range goals for ACA and for the entire industry. ***(limit to 445 characters)***

8. Membership Issues

Identify the three issues you believe ACA members would say are most critical to their future. Discuss how you would address them. ***(limit to 615 characters)***

I reaffirm my interest in being considered for service on the ACA International Board of Directors. If elected, I am willing to serve as a member of the ACA International Board of Directors.

Signature _____ Date _____

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