

What You Need to Know About: The Annual 2023 Accreditation Fee

Fee Details:

- All museums participating in the Accreditation Program pay this fee each year, except the year their Self-Study is due.
- Fees cover only a portion of the annual costs of operating the Accreditation Program.
- The fee covers the period from January 1 to December 31, 2023.
- The fee **must be paid by January 30, 2023** to keep the museum's accredited status in good standing.
- Non-payment may result in probation, which could lead to revocation of accredited status or application.
- This fee is **not your AAM member dues**. AAM membership is voluntary and is not required to become or remain accredited. Membership benefits include lower/waived accreditation fees, as outlined below.
- Alliance museum membership dues are billed separately, and are distinct from, the Accreditation Annual Fee.
- A summary of all Accreditation related fees is found at: <https://www.aam-us.org/programs/accreditation-excellence-programs/accreditation-program-costs/>
- Your annual fee is based on a combination of your institution's Alliance membership status at the time your invoice is generated and its last/next accreditation Self-Study due date.

If your museum's last Self-Study...	Was submitted in 2014 or earlier	Was/will be submitted between 2015 - 2022	Is due in 2023
Tier 3	\$275	\$0	You pay no Annual Fee; instead you pay the <i>Review Fee</i> when you submit your Self-Study.
Tier 2	\$275	\$135	
Tier 1	\$635	\$275	
Non-member	\$635	\$275	

Payment Details and Options:

Payment is required in full and is **due no later than January 30, 2023**.

- Mail (check or credit card) –send invoice stub with payment to AAM, PO Box 741970, Atlanta, GA 30374-1970
- Phone (credit card): 202-289-9116 (Accreditation) or 202-218-7709 (Accounting)
- Online: Any museum staff member can pay this fee online by using their own AAM website login information. Go to <https://www.aam-us.org/customerservice/makepayment>
- Questions about your museum's accreditation or membership status, contact: accreditation@aam-us.org / 202-289-9116 or membership@aam-us.org / 866-226-2150.

Adjustments...If you were charged the higher rate but:

- Think your museum already is an Alliance Tier 2 or Tier 3 member: contact the Alliance Member Services team at 866-226-2150 or membership@aam-us.org to clarify its status.
- Want to renew, join, or upgrade your museum's membership to get a discounted rate: within 30 days contact the Alliance Member Services team who will help you with your membership payment and will arrange for an adjustment of your accreditation fee. Visit www.aam-us.org for a full list of Alliance membership rates and benefits.
- You already sent your Alliance Tier 2 or Tier 3 membership payment but it has not arrived/been processed yet: note this on your invoice payment slip, deduct the difference and pay the correct amount.