



APPLICATION FOR MEMBERSHIP

Congratulations on your decision to join the Association dedicated to the home building & remodeling industry. Please read all information within this application carefully and **complete all applicable questions**. A completed application is necessary in order to process your membership. If you have any questions, please don't hesitate to call us at 651-697-1954. The information you provide will **appear in our records exactly as given**. **PLEASE give phone number, contact person, and address exactly as you wish them to be published.**

APPLICANT INFORMATION

COMPANY NAME: _____ / _____
Company Name License Number

LAST/FIRST NAME: _____ / _____
Last Name First Name

MAILING ADDRESS: _____
Mailing Address

CITY/STATE/ZIP: _____ / _____ / _____
City State Zip Code

TELEPHONE/FAX: _____ / _____
Telephone Number Fax Number - May we publish your fax? yes no

EMAIL/WEBSITE ADDRESS: _____ / _____
Email - May we publish your email? yes no Website Address

DESCRIPTION OF BUSINESS: _____
Description of Business

RECRUITED BY: _____
Recruited By/Sponsor

SPONSOR COMPANY: _____
Sponsor Company

MEMBERSHIP CLASSIFICATION

BUILDER/REMODELER, CLASS A <input type="checkbox"/> \$770.00 (plus \$95 application fee) per year for sales volume over \$12 million. <small>* A combination of 5 settlement statements, sworn construction statements w/certificates of occupancy, or major remodeling projects must accompany application.</small>	BUILDER/REMODELER, CLASS B <input type="checkbox"/> \$570.00 (plus \$95 application fee) per year for sales volume under \$12 million. <small>* A combination of 5 settlement statements, sworn construction statements w/certificates of occupancy, or major remodeling projects must accompany application.</small>	BUILDER/REMODELER, CLASS C <input type="checkbox"/> \$570.00 (plus \$95 application fee) per year for companies that have been in business less than one year or that have built/sold or remodeled fewer than 5 homes. <small>* Upon receiving a combination of 5 settlement statements, sworn construction statements w/ certificates of occupancy, or major remodeling projects membership can be changed to a Class B builder/remodeler.</small>	DEVELOPER, CLASS D <input type="checkbox"/> \$570.00 (plus \$95 application fee) per year for an individual, corporation or other organization that acquires natural or unimproved land and improves it with utility connections, roads, earth grading, covenants, and entitlements for the purposes of residential and commercial construction.	BUILDER/REMODELER, CLASS E <input type="checkbox"/> \$770.00 (plus \$95 application fee) per year for Builders not required to obtain a Minnesota Residential Contractors License (i.e. build structures of at least five units)	ASSOCIATE <input type="checkbox"/> \$570.00 (plus \$95 application fee) per year for any business related to the home building industry providing products or services to builders, remodelers, developers.
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You MUST be a Class A, B, D (Developer), or E builder to participate in Parade of HomesSM events.

MEMBERSHIP SIGNATURE

The applicant hereby makes this application for membership in the Builders Association of the Twin Cities (BATC). Applicant acknowledges that, by joining the BATC, the Applicant will also be a member of the Builders Association of Minnesota (BAM) and the National Association of Home Builders (NAHB). Applicant agrees to observe the Articles, By-laws, Code of Ethics and Standards the BATC, BAM and NAHB establish, from time to time. Applicant agrees that, in the event the Applicant's membership is terminated for any reason, Applicant will immediately discontinue use of the logo, insignia, servicemark and trademarks of the BATC, BAM and NAHB. Applicant hereby authorizes the BATC to publish Applicant's name and, if applicable, the names of all Applicant's principals, in BATC publications for purpose of notifying existing members of this Application and seeking their input. Applicant also authorizes BATC to perform such investigation as it deems necessary to verify the information contained in this application. Applicant agrees to hold the BATC, BAM and NAHB, and their membership, harmless from any and all information supplied with respect to the investigation. Applicant represents that the information contained in this application is true, accurate and complete, and acknowledges that any false, inaccurate or incomplete information can result in sanction against the Applicant including, but not limited to termination of membership.

Signature*: _____ Title: _____ Date: _____

(*Your Signature on this application is considered authorization to check references.)

COMPANY PRINCIPLES

Please check which applies: SOLE PROPRIETOR

PARTNERSHIP

CORPORATION

Please list the name and street address of all partners/each corporate officer, director, and shareholder:

1) Name _____ 2) Name _____
Address _____ Address _____
City, State, Zip _____ City, State, Zip _____

3) Name _____ 4) Name _____
Address _____ Address _____
City, State, Zip _____ City, State, Zip _____

QUESTIONNAIRE

(This information will be treated as a confidential document.)

Has the applicant or any company owned by applicant's owner(s), or any of applicant's owner(s), directors, officers, managing employees or "qualifying person":

1. Been convicted of crime punishable by incarceration of more than one year or which involves claims of fraud, misrepresentation or misuse of funds? Yes No
2. Been named as a party in any civil action involving allegations of fraud, misrepresentation, misuse of funds, breach of contract or conversion within the 10-year period prior to submission of the application? Yes No
3. Had any government license or permit been suspended, revoked or censured? Yes No
4. Been the subject of any investigation by the Minnesota Commerce Department? Yes No
5. Filed for bankruptcy or protection from creditors within the last ten years? Yes No
6. Have any unsatisfied judgements? Yes No
7. Ever owned or been responsible for the management of any business involved in the housing industry within the last five years? Yes No

If you have answered "Yes" to any of the questions listed above, please provide a detailed written explanation, including but not limited to the identify of the person or company involved. If you have answered "Yes" to question no. 7, please provide the name and address of the business and identity of the owners of the business.

If applicant firm has used another name in the past three years, list name(s) used.

Number of years applicant firm has been in business? _____

PAYMENT INFORMATION

Check Enclosed Amount \$ _____ Check Number: _____

Charge my dues to my: VISA Mastercard Discover American Express CC # _____

Exp. Date: ____/____ Security Code: _____ Total amount on card \$ _____

CC Billing Address: _____

Signature: _____

In compliance with recent tax regulations, we are required to inform members of the portion of annual dues which is not deductible for income tax purposes. This portion is being disallowed because of the lobbying expenses and political activities which the Builders Association of Minnesota and the National Association of Home Builders support on members' behalf. The nondeductible portion of your 2009 dues is \$45.00. The remaining portion of your dues may be fully deductible as a business expense; consult your professional tax advisor.

CODE OF ETHICS AGREEMENT

As a member of the Builders Association of the Twin Cities, I support the goals and objectives of the Association. I agree to adhere to the Code of Ethics as set forth by the Association. As a builder, developer, sub-contractor, or supplier, I have reviewed the Minimum Performance Standards established by the Association and agree to abide by these standards as a guide to construction practices accepted by the local homebuilding industry. As a material supplier only (ie., utilities, lumber, brick, etc.) or a service supplier (ie., lending, insurance, real estate companies, etc.), I may submit for review to the Builders Association of the Twin Cities, our company's written minimum performance standards/warranty specifications in lieu of the Builders Association of the Twin Cities.

As a builder, developer, subcontractor or supplier, I agree to investigate a complaint related to my company from a consumer or another member in a fair and professional manner. If my direct intervention fails to resolve the problem, I agree to participate in the non-binding mediation service endorsed by the Association. I understand that acceptance by the Builders Association of the Twin Cities of our company's minimum performance standards/warranty specifications (as a material or service supplier only) is a requirement for membership. I agree to hold the Association harmless in the event that the Association is asked to assist in the resolution of a dispute.

Member Company: _____

By: _____
(AUTHORIZED REPRESENTATIVE)

Its: _____
(TITLE)

Date: _____

Please complete and return this Letter of Agreement including the NAHB Member Identification **(on back page)** to:

Builders Association of the Twin Cities
2960 Centre Pointe Drive
Roseville, MN 55113



NAHB MEMBER IDENTIFICATION (ID) CODING INSTRUCTIONS

The NAHB Member Identification (ID) Code is made up of eleven date blocks which are explained below. It is separate from the six-digit NAHB Membership Number assigned to each member. The ID Code is designed for use by NAHB and its affiliated state and local associations to provide services which respond to the changing needs of our membership. Please note as in the examples below. If the requested data for a particular block is not applicable, enter a dash (-). Also if you don't know the exact answer for a particular block, please give your best estimate. In order for an associate member to receive the Builder Magazine they must be classified with an occupation code ranging from (A-Z). A "Z" or "other" classification code must also be further defined by writing the members specific occupation in the space provided. Any associate member not classified as outlined will not receive a copy of the Builder Magazine.

MEMBERSHIP CLASSIFICATION:

Enter the appropriate code in the box below

	Enter a code (1) for all Builder Members
	Enter a code (2) for all Associate Members

BUSINESS ACTIVITY CODES

Using these Business Activity Codes to code your first, second, and third business activities, including sub codes if applicable.

FIRST BUSINESS CODE:

SECOND BUSINESS CODE:

THIRD BUSINESS CODE:

CODE BUILDER MEMBERS

- A Single Family Spec/Tract Building
- B1 Single Family General Contracting
- B2 Single Family Custom Building
- C Multifamily Building (Condo/Coop Units)
- D Multifamily Building/Ownership (Rental Units)
- E Multifamily General Contracting
- F Remodeling - Residential
- G Remodeling - Commercial
- H Commercial Building (Own Account)
- I Commercial General Contracting
- J Land Development
- K Manuf. of Modular/Panalized/Log Homes

CODE ASSOCIATE MEMBERS

- L Accounting
- M1 Architecture
- M2 Engineering
- M3 Planner or Designer
- N Legal Services
- O Computer Products and Services
- P1 Commercial Banking/Thrift Institution
- P2 Mortgage Banking
- Q Insurance or Title Company
- R Marketing Advertising or Public Relations
- S Building Material Manufacturing
- T Property Management
- U Real Estate
- Y Utilities
- Z Other Associate (specify)

CODE RETAIL DEALERS/DISTRIBUTOR

- V1 Appliances
- V2 Building Material/Lumber
- V3 Floor Coverings
- V4 Paint/Wall Coverings
- V5 Other Retail (Specify)

CODE SPECIALTY TRADE CONTRACTORS

- W1 Carpentry
- W2 Electrical
- W3 Masonry, Stone, Tile Setting, Plastering
- W4 Landscaping
- W5 Plumbing Heating/AC
- W6 Roofing, Siding, Sheet Metal Work
- W7 Painting, Paper Hanging
- W8 Floor Laying, Other Floor Work
- W9 Concrete Work
- WA Excavation Work
- WC Land Surveyor
- WD Security Systems
- WZ Other Subcontractor (Specify)

CODE WHOLESALE DEALERS/DISTRIBUTORS

- X1 Appliances
- X2 Building Materials/Lumber
- X3 Floor Coverings
- X4 Paint/Wall Coverings
- X5 Other Wholesale (Specify)

Check the approximate annual dollar volume of new residential construction/development:

- | | |
|-------------------------------------------------------|--------------------------------------------------------|
| <input type="checkbox"/> 1. Under \$500,000 | <input type="checkbox"/> 4. \$5 Million to \$9,999,999 |
| <input type="checkbox"/> 2. \$500,000 to \$999,999 | <input type="checkbox"/> 5. \$10 Million or Over |
| <input type="checkbox"/> 3. \$1 Million to \$499,9999 | <input type="checkbox"/> 6. No Construction Activity |

Check the annual number of residential dwelling units built in the last 12 months:

- | | | |
|-------------------------------------|---------------------------------------|----------------------------------------|
| <input type="checkbox"/> 1. 0 units | <input type="checkbox"/> 3. 11 to 25 | <input type="checkbox"/> 5. 101 to 500 |
| <input type="checkbox"/> 2. 1 to 10 | <input type="checkbox"/> 4. 26 to 100 | <input type="checkbox"/> 6. Over 500 |

Enter the total number of paid employees, including the member.

Using the following list of Title Codes, check the members business title:

- | | | |
|---------------------------------------------------------|------------------------------------------------------------------|--------------------------------------------------------|
| <input type="checkbox"/> 1. President/CEO | <input type="checkbox"/> 4. Construction Superintendent | <input type="checkbox"/> 7. Financial Manager/Director |
| <input type="checkbox"/> 2. Owner, Principal or Partner | <input type="checkbox"/> 5. Sales and Marketing Manager/Director | <input type="checkbox"/> 8. Other Management Personnel |
| <input type="checkbox"/> 3. VP/General Manager | <input type="checkbox"/> 6. Architect, Design or Engineer | <input type="checkbox"/> 9. Other (Specify) |