



2021 REGISTERED BUILDER MEMBERSHIP APPLICATION

The undersigned respectfully applies for Registered Builder or Registered Remodeler membership in the Home Building Industry Association. (BIA)

Applicant's Name _____

Home Address: Street _____

City _____ State _____ Zip _____ Phone _____

Firm/Company Name _____

Street _____ City _____

State _____ Zip _____ Phone _____ FAX _____

E-mail: _____ Web Site _____

Chief Executive Officer _____

List of all principals or corporation officials

Name/position _____ Name/position _____

Name/position _____ Name/position _____

Type of Business Organization

____ Corporation ____ Partnership

____ Sole Proprietorship ____ Other

Name(s) under which you conduct business: _____

List other construction-related businesses in which you have ownership: _____

Name of other organizations to which you belong: _____

Provide brief history of company: _____

Applicant's current duties with the company: _____

If in construction business less than two (2) years, state previous employment.

Is your principal income at present derived from the building of dwelling units and related real estate activities? ___yes ___no (if no, please explain)

Are you engaged in any other type (s) of business? ___yes ___no

If yes, state nature of business _____

Number of construction projects built in last 3 years _____; in last 12 months _____ (indicate where located)

List location (street address) 3 projects presently under construction.

(1) _____

(2) _____

(3) _____

List names, addresses and completion dates of three (3) customers and type of project.

- (1) Name _____ Settlement Date: _____
 Project _____ Phone # _____
 Address _____ City _____ State ____ Zip _____
- (2) Name _____ Settlement Date: _____
 Project _____ Phone # _____
 Address _____ City _____ State ____ Zip _____
- (3) Name _____ Settlement Date: _____
 Project _____ Phone # _____
 Address _____ City _____ State ____ Zip _____

Have you ever been a party to any litigation, judgment or bankruptcy proceedings within the last five years? ____yes ____no If yes, explain briefly _____

BUSINESS REFERENCES: Please supply names and addresses of a **minimum** of five (5) supplier references, WITH ONE BEING A FINANCIAL INSTITUTION.

- 1) LUMBER: _____ Address _____
 City _____ State _____ Zip _____ Phone # _____
- 2) CONCRETE: _____ Address _____
 City _____ State _____ Zip _____ Phone # _____
- 3) MATERIALS: _____ Address _____
 City _____ State _____ Zip _____ Phone # _____
- 4) PLUMBING: _____ Address _____

City _____ State _____ Zip _____ Phone # _____

5) ELECTRICAL: _____ Address _____

City _____ State _____ Zip _____ Phone # _____

6) MASONRY: _____ Address _____

City _____ State _____ Zip _____ Phone # _____

7) HEATING/COOLING: _____ Address _____

City _____ State _____ Zip _____ Phone # _____

8) FINANCIAL INSTITUTION: _____ Address _____

City _____ State _____ Zip _____ Phone # _____

I hereby make application for Registered Builder or Registered Remodeler membership and certify the above statements are true and correct.

I agree to be governed by the Articles of Incorporation and Bylaws of the Association; to promote the objects of the Association and to abide by the Code of Ethics.

I agree that should I wish to withdrawal, I will pay all dues and indebtedness due the Association and tender resignation in writing to the Board of Directors.

I understand that the use of any trade mark, sign or insignia connected with the Association is a privilege exclusive to members of the Association and should I for any reason resign or no longer be a member of the Association I agree to return any trade marks, signs or insignias connected with membership in the Association, and further agree not to use said material in any manner whatsoever.

Registered Builder/Remodeler Agreement

I further understand and agree that as a condition of my acceptance as a Registered Builder or Registered Remodeler member I am bound by this agreement to subscribe to the additional conditions stated:

- A. As a Registered Builder or Registered Remodeler, I shall, prior to commencement of such construction, provide each customer with a written contract that shall be fair and equitable to both parties.

- B. As a Registered Builder (on new construction) or Registered Remodeler, I shall issue to each customer or owner, a written one (1)-year limited warranty dated from the final inspection or occupancy of the owner--whichever occurs first. This one (1)-year limited warranty shall at least include the provisions set forth in the Home Builders Association's Limited Warranty. Also, if a Registered Builder, I shall provide to the new homeowner a "How to Care For Your Home" booklet and copy of the most current version of the *Performance Standards Manual*, as provided by the Association.
- C. As a Registered Builder or Registered Remodeler, I agree to maintain a valid Workers' Compensation Insurance policy and to provide a copy of such to the HBA each calendar year.
- D. As a Registered Builder or Registered Remodeler, I agree to maintain a valid Company Liability Insurance Policy, with a minimum of \$250,000 coverage, and to provide a copy of such to the HBA each calendar year.
- E. As a Registered Builder or Registered Remodeler, our company agrees to comply with the annual Continuing Education (CE) requirements.
- F. As a Registered Builder or Registered Remodeler, I agree to be bound by the Code of Ethics, Constitution and Bylaws of the Association, and agree to conciliate all disputes between myself, HBA member suppliers and the public, in accordance with procedures as set forth in the Registered Builder/Remodeler Program Guidelines.
- G. I further agree to enter into binding arbitration to settle all disputes that can not be resolved through the BIA's conciliation process.
- H. Should a complaint be made to the Association against our company for non-compliance with the foregoing requirements, or, where a controversy exists, the complaint shall be assigned to the Registered Builder/Remodeler Committee for its consideration and recommendations.
- I. Failure on the part of a Registered Builder or Registered Remodeler to comply with the request of directives of the Registered Builder/Remodeler Committee, may result in a recommendation to the Board of Directors that said Registered Builder or Registered Remodeler be suspended or expelled, thereby depriving him the use of the term "Registered Builder" or "Registered Remodeler" in his operations.
- J. I shall, where practical, present my business firms and/or myself to the public as a Registered Builder or Registered Remodeler using the insignia when advertising to identify myself as such, and will also use such promotional material as is made available under the Registered Builder/Remodeler Program.
- K. Any member who disaffiliates his membership with the Home Builders Association of Northern Kentucky for any reason voluntarily or involuntarily automatically relinquishes his rights to the Registered Builder/Remodeler Program, its insignias and privileges.
- L. In the event the Registered Builder or Registered Remodeler feels aggrieved by a decision of the Registered Builder/Remodeler Committee, such Registered Builder or Registered Remodeler shall have the right to a review of the record by the Board of

Directors. A formal request for a review must be filed with the Association within thirty (30) days after the notification of the decision of the Registered Builder/Remodeler Committee. The record shall then be reviewed by the Board of Directors. The Board of Directors may, by a majority vote, take such action including reprimand, suspension or expulsion, as it may deem to be in the best interest of the Association.

I certify that, to the best of my knowledge, all information contained herein is true and accurate.

Applicant Name/Signature _____

Company Officer/Owner Name/Signature (if different from applicant) _____

Signature of Sponsor _____ Date _____

Note: A check for one year's dues and the application processing fee must accompany this application. Future dues payments coincide with anniversary renewals.

Gross Annual Business Volume

Dues Amount

(Please check appropriate category of dues)
(includes primary member)

_____ \$350,000 or less	\$671
_____ \$350,000 to \$1 million	\$1001
_____ \$1 million to \$3 million	\$1526
_____ \$3 million - \$50 million	\$2559
_____ \$50 million and over	\$5059

Names of eligible company reps. _____

Total amount of payment included with this application (including \$45 new member processing fee) \$ _____

Visa _____ MasterCard _____

Name _____ Company _____

Credit Card Billing Address _____ Zip Code _____

Card Number _____ EXP Date _____ CVC _____

****3% Convenience Fee added to all charges****

Dues for membership in the National Association of Home Builders and the Building Industry Association of Kentucky are included in the above dues, and shall be paid by this Association from its treasury at the rates fixed and under the terms stated in the Bylaws of those Association (or amendments thereto currently in effect).

Return completed application to:

Membership Director

**Building Industry Association of Northern Kentucky,
2751 Circleport Drive, Erlanger, KY, 41018.
(859) 331-9500**