



MEMBERSHIP APPLICATION

*The undersigned hereby applies for Membership in the
 Canadian Home Builders' Association – Grande Prairie Region
 Which is affiliated with the Provincial and National Canadian Home Builders' Associations*

Company Name and Registration #				
Address				
City, Province		Postal Code		
Business Phone	()	Fax: ()		
Company Website				
Company Email (Main)				
Company Principles				
Company Representative				
Please attach a separate list of any additional emails that you would like to add to our email list				
Type of Business (please check all that are appropriate)	<input type="checkbox"/> _Builder	<input type="checkbox"/> _Developer	<input type="checkbox"/> _Trade	<input type="checkbox"/> _Supplier
	<input type="checkbox"/> _Renovator	<input type="checkbox"/> _Financial	<input type="checkbox"/> _Government	<input type="checkbox"/> _Warranty Service
	<input type="checkbox"/> _Professional	<input type="checkbox"/> _Manufacturer	<input type="checkbox"/> _Municipality	<input type="checkbox"/> _ Other
Description of Business				
NOTE: Information you provide above will be utilized, as stated on the Associations website and in the Membership Directory. Please ensure all information is accurate.				
Business License #	GST #	Workers Compensation#		
Safety Certified – Please indicate if your company has Certificate of Recognition (COR) or Small Employer Certification of Recognition (SECOR) <input type="checkbox"/> _Yes (Please provide copy of Certificate) <input type="checkbox"/> _No, our company is not safety certified and is not working towards certification <input type="checkbox"/> _Not Applicable (Service, Professional, Retailer etc) <input type="checkbox"/> _ In Progress – Please indicate what is completed <input type="checkbox"/> _Standard First Aid, <input type="checkbox"/> _Safety Manual, <input type="checkbox"/> _Audit Courses Completed or in Progress (Please list): _____ _____				

Number of Years in Business:	Number of Full-time Employees:	Number of Part-time Employees:
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Please provide name of your Company's Insurance Provider:

Please name any previously owned businesses.

Have you claimed bankruptcy in the last 5 years? ___ Yes, ___ No
If so, what is the Date of Discharge?

REFERENCES: (all applicants must provide references)

CHBA Member Reference	Company Name:	
	Contact:	Phone:
	Email:	

Industry Reference	Company Name:	
	Contact:	Phone:
	Email:	

MEMBERSHIP APPROVAL PROCESS

1. Reference checks are conducted and verification that all mandatory membership requirements and criteria are satisfied
2. Membership applications are subject to CHBA-GPR Board approval
3. Applicants will be notified of the Board of Directors decision typically within one month of the decision.

FEE STRUCTURE (Please see attached fee schedule)

- ✚ The Membership Year is November 1 – October 31 each year.
- ✚ Membership fees are prorated quarterly.
- ✚ Membership fees are subject to change by resolution of the Board of Directors
- ✚ **APPLICATIONS WITHOUT REQUIRED FEES ARE NOT PROCESSED**

All fees are held until all approvals are in place. Should this application be refused, the membership fee shall be returned to the applicant without interest.

METHOD OF PAYMENT

Please make Cheques Payable to: **CHBA- Grande Prairie Region** *GST Registration # 123480725

Visa Or Master Card #		Expiry Date:	
Card Holder's Name (print):			
Authorized Signature:			

TO BE SUBMITTED WITH COMPLETED & SIGNED APPLICATION FORM:

- ✚ Business Profile form
- ✚ Declaration form (signed & dated)
- ✚ Additional Information, Requirements form & requested information
- ✚ Fees – see attached fee schedule for appropriate amounts or call office at 780-538-4494 if after Feb. 26th, 2010.

ADDITIONAL INFORMATION AND REQUIREMENTS

THIS PAGE IS FOR BUILDERS ONLY:

WARRANTY COVERAGE

APPROVED Warranty Provider:

Builder Members MUST provide warranty coverage for ALL new homes built through a Canada Mortgage & Housing Corp. Approved warranty provider:


Alberta New Home Warrant Program – Warranty Registration # _____

National Home Warranty Programs – Warranty Registration # _____

Progressive Home Warranty Solutions Inc. – Warranty Registration # _____

PLEASE PROVIDE A COPY OF YOUR WARRANTY REGISTRATION




BUILDING HISTORY

 Builders must have built at least one home with their company prior to making application for membership to CHBA-Grande Prairie Region.

PLEASE PROVIDE A COPY OF A BUILDING PERMIT (WITH YOUR COMPANY NAME ON IT) AS WELL AS A FINAL INSPECTION NOTICE.

DOCUMENTATION:

PLEASE PROVIDE A COPY OF THE FOLLOWING WITH YOUR APPLICATION:

-  BUSINESS LICENSE
-  GST REGISTRATION NUMBER
-  IF APPLICABLE, WCB NUMBER

Thank you!

DECLARATION:

Declaration for All Membership Categories:

I hereby make application for membership in the Canadian Home Builders' Association at all levels and attach payment covering membership fees as per the schedule provided with the application form.

I certify that none of the principals of this company has been refused membership, refused renewal of membership or had membership revoked by any level of the Canadian Home Builders' Association across Canada.

I state that all information contained on this application to be true and accurate and I authorize the Association to undertake investigative procedures to confirm the accuracy of such information including, but not limited to verification of the credit worthiness of the applicant and reference checks. The Board of Directors reserves the right to reject any application for membership in the Association or to defer consideration of an application. Should my application be rejected, I agree to fully indemnify and save harmless the Association and its directors from any and all loss, cost, claims or damage of whatever kind and however arising as a result of such refusal of this application.

Information Disclosure for All Membership Categories: (Privacy Agreement)

It is the mandate of the Canadian Home Builders' Association at all levels, local, provincial and national, to provide information, promote membership and foster communications, i.e. catalogues of members, Internet information, new products and services, etc. The applicant hereby consents to the use of the information in this application for such purposes (banking and credit card information exempted) by all levels of the CHBA.

Additional Declaration for New Home Builders, Renovators and Developers Specifically:

I commit that all new homes built by my company that are eligible for warranty coverage will be enrolled in a new home warranty program. (Builders Only)

I accept that where an Association-required industry designation programs are in place, the company will achieve and maintain the required designations.

I agree that where an Association-required voluntary workplace health and safety program is available, our company must participate in this program.

Acceptance of By-laws and Code of Ethics – For All Members


I hereby acknowledge receipt of the Association By-Laws and Code of Ethics, and I promise to operate my firm in accordance with the spirit and intent of these By-Laws and Code of Ethics. I understand that violation of any By-Law or any portion of the Code of Ethics will be subject to disciplinary procedures as set out in the By-Laws.

Signature of Applicant _____ Date: _____
(Corporate Signing Officer)

Name: _____ Position: _____

BUSINESS PROFILE




Company Name: _____ Contact Phone # _____

-  Please note that this information will be reviewed only by CHBA-Grande Prairie Region employees in order to better facilitate member benefits.

What are your reasons for becoming a member of CHBA-GPR? (Please circle all that apply)

-  Networking
-  Education
-  Lobbying
-  Innovation
-  Marketing
-  Other _____

What stage of Master Builder or Professional Site Manager Certification are you presently at? (Please circle one)

-  Completed
-  In Progress
-  Not interested/ Not applicable

If you responded "In Progress" please indicate if you would be interested in registering for courses to complete your certification.

-  Yes
-  No

Would you be interested in participating in the following CHBA-GPR Marketing Activities? (Please circle all that apply)

-  Monthly dinner meetings
-  Builders Luncheons
-  Sponsorship
 - Dinner wine
 - Home Show
 - Golf
 - Awards of Excellence
 - Christmas Social
-  Home Show Committee
-  Safety Council
-  Golf Committee
-  Awards of Excellence in Housing Committee
-  Built Green Committee
-  Education Committee
-  Government Relations Committee
-  Builders Council
-  Marketing Committee
-  Communications Committee