



APPLICATION FOR MEMBERSHIP



WASHINGTON COUNTY BUILDERS ASSOCIATION

NATIONAL ASSOCIATION OF HOME BUILDERS * PENNSYLVANIA BUILDERS ASSOCIATION

30 E BEAU ST #321 * WASHINGTON PA 15301

Phone 724-228-7673 * Fax 724-228-1084 * www.wcbabuilders.org * jbdawin@wcbabuilders.org

COMPANY _____

VOTING REPRESENTATIVE (to receive WCBA mailings) _____

ADDRESS (if PO Box, also include company's physical location) _____

EMAIL: _____ COMPANY WEBSITE: _____

PHONE (10 digit) _____ FAX _____ DATE business started or incorporated _____

PLEASE COMPLETE EITHER A, B or C - whichever applies to your business entity:

A) SOLE PROPRIETOR S.S. # _____

B) PARTNERSHIP: Name _____ SS # _____
Name _____ SS # _____

C) CORPORATE FEDERAL TAX ID _____
PLEASE LIST ONE CORPORATE OFFICIAL:

(Name)

(Title)

(Phone)

PA. CONTRACTOR REGISTRATION # _____ (required after 7/1/09)

SELECT ONE MEMBERSHIP CATEGORY: The WCBA Board of Directors shall make the final determination of relationship to the building industry and proper membership class as per the NAHB standard membership classifications.

BUILDER Member Shall be any person, partnership, corporation or other legally recognized entity which visibly derives its principal income in the business of building or rebuilding homes, apartments, schools, commercial, industrial, or other structures normally related and appurtenant to a community, in land development, or home and building manufacturing. That such person, partnership, corporation or other legally recognized entity be of good character and business reputation, agree to abide by the provisions of the Bylaws of this Association, subscribe to the Code of Ethics of this Association, and is approved by the WCBA Board of Directors. This category includes Developers, Remodelers and General Contractors.

ASSOCIATE ONE Member Shall be any individual, corporation or other legally recognized entity that visibly derives its principal income from a business related to the building industry. That such person, partnership, corporation or other legally recognized entity be of good character and business reputation, agree to abide by the provisions of Bylaws of this Association, subscribe to the Code of Ethics, and is approved by the WCBA Board of Directors. This category includes trade contractors, Realtors® and building material suppliers.

ASSOCIATE TWO Members Shall be any individual, partnership, corporation or other legally recognized entity who visibly derives a portion, but not his principal income, from a business related to the building industry or who provides a service to the building industry. That such person, partnership, corporation or other legally recognized entity be of good character and business reputation, agree to abide by the provisions of the Bylaws of this Association, subscribe to the Code of Ethics, and is approved by the WCBA Board of Directors.

**For the following information, please use NAHB MEMBERSHIP CODES (included with this application). This information enables the National Association of Home Builders to compile demographics and statistics relating to the industry.

> ALL Applicants - List up to 3 primary business activities) 1. _____ 2. _____ 3. _____
Number of employees (enter total paid employees including yourself) _____
Title: Enter the code from the NAHB form that best describes your business title: _____

> ONLY Builders, & Developers - Approximate # of commercial projects in last 12 months _____

> ONLY Builders & Remodelers - Approximate # of residential units built in last 12 months _____
approximate # of remodeling projects completed in last 12 months _____



PLEASE COMPLETE (A) REFERENCE REQUEST and RETURN APPLICATION WITH (B) INSURANCE CERTIFICATE and (C) DUES REMITTANCE

A. REFERENCES:

> **BUILDER/REMODELER/DEVELOPER & SUBCONTRACTOR Applicants:**

Please provide THREE customer and THREE supplier references within past two years.

> **ASSOCIATE MEMBER Applicants:** Please provide THREE suppliers and /or customer references within past 2 yrs.

All References to include company name, contact person, phone number or email address:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

B. PROOF OF INSURANCE - All Builder/Remodeler/Sub-Contractor Applicants must, upon application, provide copies of General Business Liability Insurance and Workers' Compensation Insurance (if applicable).

Applicant is to request their insurance providers to add the WCBA as a Certificate holder.

Liability Agency: _____ Phone: _____

Workers Comp Agency: _____ Phone: _____

C. DUES REMITTANCE: \$435.00 to be submitted with application. Dues refunded if application not approved No refunds after approval. A portion of WCBA dues are allocated to the National Association of Home Builders (NAHB) and the Pennsylvania Builders Association (PBA) for support of the building industry via education, research and lobbying activities.

Dues are NOT deductible as a charitable contribution for federal tax purposes but may be deductible as an "ordinary and necessary" business expense except for the portion used for industry lobbying purposes by NAHB and the PBA.

The NON-DEDUCTIBLE portion of dues for 2010 is \$82.68.

INVESTIGATION: By signature on this application, applicant authorizes the Washington County Builders Association to conduct such investigation of the Applicant's activities as may be necessary for its determination of the Applicant's financial ability to meet obligations to customers, suppliers, subcontractors and the association.

BYLAWS/CODE OF ETHICS: By signature below, applicant agrees to abide by the Bylaws and Code of Ethics of the Washington County Builders Association, the National Association of Home Builders and the Pennsylvania Builders Association. (Copies are available upon request).

Applicant acknowledges that membership in the WCBA does NOT guarantee acceptance into any insurance or discount member benefit program that may, from time to time, be offered to WCBA members. Other qualifying criteria may apply.

Signature of Principal or Authorized Representative _____ Title: _____

Printed name _____ DATE OF APPLICATION: _____

If a current WCBA member is sponsoring your application, please indicate:
WCBA Sponsoring Member: _____ Sponsor's Company Name: _____

PAYMENT OPTIONS: _____ \$435 Check Enclosed _____ Visa _____ MasterCard

Card # _____ Expiration Date: _____

PRINT name as it appears on card: _____ Phone: _____

Signature of Card Holder: _____

****NAHB MEMBERSHIP INFORMATION CODES****



Please refer to the following to complete page 1 on WCBA Membership Application

Business Activities Codes: Enter up to 3 business activities from the list of codes below:

NOTE: If your business activity is not listed, please check "Other" and provide a brief description

Builder Member Classification	Associate Member Classification	Subcontractors and Specialty Trade Contractors
A Single Family Spec/Tract Building	L Accounting	W1 Carpentry Work
Bl Single Family General Contracting	M1 Architecture	W2 Electrical Work
B2 Single Family Custom Building	M2 Engineering	W3 Masonry, Stone Work, Tile Setting, Plastering
C Multifamily Building (Condo/Coop Units)	M3 Planner or Designer	W4 Landscaping
D Multifamily Building/Ownership (Rental Units)	N Legal Services	W5 Plumbing, Heating and Air Conditioning
E Multifamily General Contracting	O Computer Products and Services	W6 Roofing, Siding and Sheet Metal Work
F Remodeling - Residential	PI Commercial Banking/Thrift Institution	W7 Painting and Paper Hanging
G Remodeling - Commercial	P2 Mortgage Banking	W8 Floor Laying and Other Floor Work
H Commercial Building (Own Account)	Q Insurance or Title Company	W9 Concrete Work
I Commercial General Contracting	R Marketing, Advertising or Public Relations	WA Excavation Work
J Land Development	S Building Material Manufacturing	WC Land Surveyor
K Manufacturing of Modular/Panelized Log Homes	T Property Management	WD Security Systems
	U Real Estate	
	Y Utilities	
	Z Other (<i>Specify</i>) _____	

Wholesale Dealers/Distributors

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

Retail Dealers/Distributors

- VI Appliances
- V2 Building Materials/Lumber
- V3 Floor Coverings
- V4 Paint/Wall Coverings
- V5 Other Retail Dealership (*Specify*) _____

NEW HOME BUILDERS: Annual Dollar Volume: On pg. 1 enter one of the following codes:

Approximate annual volume of new residential construction/development.

- | | | |
|---------------------------|-------------------------------|-----------------------------|
| 0. Under \$500,000 | 2. \$1 million to \$499,999 | 4. \$10 million or over |
| 1. \$500,000 to \$999,999 | 3. \$5 million to \$9,999,999 | 5. No construction activity |

BUILDERS/REMODELERS: On pg.1 enter one of the following codes:

Approximate number of residential units built or remodeling projects completed during the past 12 months:

- | | | | | |
|------------|------------------|-------------------|--------------------|-------------------|
| 1. 0 units | 2. 1 to 10 units | 3. 11 to 25 units | 4. 26 to 100 units | 5. Over 100 units |
|------------|------------------|-------------------|--------------------|-------------------|

Total paid employees: Enter the total number of employees (include yourself in your total figure). _____

Business Title:

Enter the code that best describes your business title, using the following codes:

- | | |
|--|------------------------------------|
| 1. President | 5. Architect, Designer or Engineer |
| 2. VP/General Manager | 6. Financial Manager/Director |
| 3. Construction Superintendent | 7. Owner, Principal or Partner |
| 4. Sale and Marketing Manager/Director | 8. Other (<i>Specify</i>) _____ |





WCBA CODE OF ETHICS

The active members of this Association shall be limited to those persons, partnerships, corporations or other legally recognized entity who shall subscribe to the following Code of Ethics:

A. Members of the Washington County Builders Association believe and affirm that:

1. Decent housing should be within the reach of every family.
2. Homes and rental dwellings should be well designed, constructed and located in attractive communities, with educational, recreational, religious and shopping facilities accessible to all.
3. Homes and rental dwellings should be built under the private free-enterprise system.

B. To achieve these goals, we pledge allegiance to the following principles and policies:

1. Our paramount responsibility is to our customers, community and country.
2. Honesty and integrity is our guiding business policy. Members shall not knowingly enter into any contract, the terms of which are designed to imperil the rights of either labor or the suppliers of materials and shall not obtain any business by means of fraudulent statements or by use of implications unwarranted by fact.
3. Members shall not knowingly enter into any contract, the terms of which are designed to imperil the rights of either labor or the suppliers of materials and shall not obtain any business by means of fraudulent statements or by use of implications unwarranted by fact.
4. Members shall perform in a manner that is consistent with standards of quality workmanship and materials in order to promote a favorable image in the industry.
5. Members shall comply with rules and regulations prescribed by law and government agencies for the health, safety and progress of the community.
6. High standards of health, safety and sanitation shall be built into every home and rental dwelling unit.
7. Members shall deal fairly with their respective employees, subcontractors, suppliers, customers and fellow members.
8. As members of a progressive industry, we encourage research to develop new materials, new building techniques, new building equipment and improved methods of financing, to the end that every homeowner and resident of a rental dwelling unit may get the greatest value possible for every dollar expended.
9. All sound legislative proposals affecting our industry and the people we serve shall have our informed and vigorous support.
10. We hold inviolate the private free-enterprise system and the American Way of Life. We pledge our support to our associates, our local, state and national associations and all related industries concerned with the preservation of legitimate rights and freedoms.

We assume these responsibilities freely and solemnly, mindful that they are part of our obligation as members of the Washington County Builders Association, the National Association of Home Builders, and the Pennsylvania Builders Association.

**PLEASE KEEP A COPY OF YOUR APPLICATION AND THE CODE OF ETHICS
FOR YOUR RECORDS**



SPECIFICATIONS FOR MEMBERSHIP WASHINGTON COUNTY BUILDERS ASSOCIATION

1. Must make written application on standard membership application form supplied by WCBA.
2. Must conform to description of membership category for Builder, Associate 1, or Associate 2 as stated on application form and according to the Bylaws.
3. Must be sponsored by a current member in good standing of the WCBA. (Applicant may call WCBA office if assistance is needed obtaining a sponsor.)
4. Must be in business for which application is being made, full time, minimum of one year.
5. Must submit annual dues payment with application.
6. Must submit proof of Contractor Registration Number on application (if applicable).
7. Must submit proof of insurance and references as requested on application.
8. Signature of applicant grants the WCBA permission to check references.
9. By signature on application, applicant agrees to abide by the Bylaws, policies and Code of Ethics of the Washington County Builders Association, the Pennsylvania Builders Association and the National Association of Home Builders.
10. By signature on application, applicant acknowledges that they understand that the Washington County Builders Association is a trade association of companies related to the building industry and is not an insurance agency. Acceptance into membership of the Washington County Builders Association does not guarantee acceptance into any insurance program offered by affiliated associations.

Questions about membership or application procedures should be directed to the Washington County Builders Association office staff, 724-228-7673 or info@wcbabuilders.org.

**Washington Trust Building 30 East Beau St. Rm. 321 Washington PA 15301
Phone: 724-228-7673 Fax: 724-228-1084 email: info@wcbabuilders.org**

WASHINGTON COUNTY BUILDERS ASSOCIATION MEMBERSHIP



WHAT'S IN IT FOR YOU?

WASHINGTON COUNTY BUILDERS ASSOCIATION
A trade association promoting the interests of the building industry

Washington Trust Building #321 30 E Beau St Washington PA 15301
Ph: 724-228-7673 Fax: 724-228-1084 www.wcbabuilders.org

>**A three-for-the -price-of-one membership** - the Washington County Builders Association (WCBA), the National Association of Home Builders (NAHB) and the Pennsylvania Builders Association (PBA)

>Your association is the only group in Washington and Greene Counties that representing YOUR building industry interests;

>**ADVOCACY** for your industry – Promoting favorable legislation/opposing unfavorable

>**INFORMATION** – “Builder News & Views” keep in touch with timely industry topics

>**CASH REBATES** from 20+ manufacturers

>**DISCOUNTS** – Verizon Wireless, Staples, FedEx, and more

>**FREE** referral service

>**FREE** online directory listing

>**FREE** annual membership directory listing

>**FREE** Notary Service (excludes vehicle work)

>**FREE** annual PA One Call fee

> **NEW FREE** Remodeling Contracts – fully HIC compliant

>**Valuable** business resources (legal, technical, peer, from the WCBA office, PBA and NAHB websites, the NAHB Library, the NAHB Builder Bookstore, and more);

>**Educational** opportunities - WCBA seminars, Building Code training, NAHB Builders Show, Remodelers Show, Senior Housing Show,

Green Building - member only pricing.

>**Group insurance** (Medical, vision, dental, workers' compensation)

>**Publications** covering nearly every industry topic available via print or online.

>**Networking** Opportunities (WCBA meetings/events, NAHB Builder 20/Remodeler 20 Clubs, etc.);

>**Business Consultants** - Legal, regulatory, and technical

>**Marketing Opportunities** - promote your business via WCBA membership meetings, the Parade of Homes, Spring Home Show, golf outings, membership directory, website and newsletter (see *Member Spotlight* enclosed)

>**Social events** – enjoy the camaraderie of your peers in relaxed, informal settings.

>**Professional Credibility** – your WCBA logo tells consumers you support professional industry standards.

>**Membership - it's an investment in your future and in the industry!**

