



MEMBERSHIP APPLICATION

for the Home Builders Association of Berks County, a local chapter of the National Association of Home Builders and the Pennsylvania Builders Association.

COMPANY NAME: _____

CONTACT PERSON & TITLE: _____

OWNER/CEO: _____

COMPANY ADDRESS: _____

CITY, STATE & ZIP: _____

PHONE: _____ **FAX:** _____ **CELL PHONE:** _____

E-MAIL: _____ **WEBSITE:** _____

COMPANY EIN #: _____ **NUMBER OF EMPLOYEES:** _____

TYPE OF MEMBERSHIP (Check One): ' **Builder - \$455** ' **Associate - \$455**

CODE OF ETHICS

This Code of Ethics for members of the Home Builders Association of Berks County has been adopted to promote and maintain the highest standards of service in the building industry and conduct among its members. Adherence to these standards is required for membership in the Association to assure public confidence in the integrity and service of the Home Builders Association of Berks County, its members, and the building industry. The active members of this Association shall be limited to those persons and firms who shall subscribe to the following code of ethics: Members of the Home Builders Association believe and affirm that: decent housing should be within the reach of every family; homes and rental dwellings should be well designed, well constructed and well located in attractive communities, with educational, recreational, religious and shopping facilities accessible to all; homes and rental dwellings should be built under the private enterprise system.

To achieve these goals, we pledge allegiance to the following principles and policies: Our paramount responsibility is to our customers, our community and our country; honesty is our guiding business policy; members shall not knowingly enter into any contract, the terms of which are designed to imperil the rights to 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. Members shall perform in a manner that is consistent with standards of quality workmanship and materials in order to promote a favorable image of the industry. Members shall comply with rules and regulations prescribed by law and government agencies for the health, safety and progress of the community. High standards of health, safety and sanitation should be built into every home and rental dwelling unit. Members shall deal fairly with their respective employees, subcontractors and suppliers. As members of a progressive industry, we encourage research to develop new materials, new building techniques, new building equipment and improved methods of single family and multifamily financing, to this end that every home owner and resident of a rental dwelling unit may get the greatest value possible for every dollar. As members of the Association, we agree to carry a proper amount of liability and property insurance and if we have employees to carry workers' compensation insurance as required by the laws in Pennsylvania. All sound legislative proposals affecting our industry and the people we serve shall have our informed and vigorous support. We hold inviolate the private 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.

The applicant hereby authorizes the Home Builders Association of Berks County to conduct such investigation of the applicant's activities, make such inquiries and obtain such credit reports as may be necessary for its determination of the applicant's financial ability to meet its obligations to purchasers.

The applicant acknowledges that dues paid to the Home Builders Association of Berks County are non-refundable. When you join the Home Builders Association of Berks County, you also become a member of the Pennsylvania Builders Association (PBA), and National Association of Home Builders (NAHB). A portion of membership dues goes to both PBA & NAHB.

Applicant's Signature

Date Completed by Applicant

Sponsored by: _____
(New members should be sponsored by an HBA member)

Approved by Board of Directors: _____
(HBA Office Use Only)

This Business is operated by:

Individual _____ Partnership _____ Corporation _____ Date Business was established: _____

PARTNERS OR CORPORATE OFFICIALS:

(Name & Title) (Address)

(Name & Title) (Address)

PA HOME IMPROVEMENT CONTRACTOR REGISTRATION #: (if applicable)

BANK NAME: _____ **Contact:** _____ **Phone#:** _____

INSURANCE REQUIREMENT: All prospective members are required to submit a certificate of general liability insurance with this application or have your insurance carrier mail a copy directly to our office.

DIRECTORY CLASSIFICATION: Indicate the type of business (limit – one per member) in which you are engaged for your listing in the Association’s Buyer’s Guide & Membership Directory and website. A list of Member **Products/Services selections appears on the back page (or you can create a listing).** *Additional listings can be purchased for \$50 each.*

Member Products/Services Listing: _____

MEMBERSHIP DESCRIPTIONS

Membership in this Association shall be of the following classes:

- 1. Builder Membership
- 2. Associate Membership

Qualifications for membership in this Association shall be as follows:

- 1. **Builder Membership** shall be open to any person, firm or corporation who is of good character and business reputation and who meets the following requirements:(a) Whose primary business is the building or rebuilding of homes, apartments, or commercial and industrial structures, and (b) Operates within the territorial jurisdiction of the Association and agrees to abide by the provisions of the Constitution and By- Laws (and any amendments thereof) and shall subscribe to the Code of Ethics and shall meet with the approval of the Membership Committee and the Board of Directors.
- 2. **Associate Membership** shall be open to any person, firm or corporation who is presently and remains engaged in any related trade, industry or profession to the building industry within the territorial jurisdiction of the Association and shall subscribe to the Code of Ethics and shall meet with the approval of the Membership Committee and the Board of Directors.

If the application is approved, the new member will be placed on probation for one year. Prior to sending a renewal notice, the Membership Committee will review the status of the new member to determine if the member is eligible to be granted membership for a second year.

Builder and Associate Members:

I enclose a remittance of **\$455.00** representing my dues in the three associations (Home Builders Association of Berks County (HBA), Pennsylvania Builders Association (PBA), and National Association of Home Builders (NAHB) for a period of twelve (12) months.

Dues payments to the Home Builders Association of Berks County are NOT deductible as charitable contributions for federal tax purposes. However, dues payments may be deductible as an “ordinary and necessary” business expense (except for lobbying expenses). The **non-deductible** portion (for lobbying expenses) is \$82.86 for 2010.

Acceptance into the Home Builders Association of Berks County membership does NOT guarantee acceptance into any insurance program sponsored by this Association or the Pennsylvania Builders Association.

Questions regarding the services and programs available through the Home Builders Association of Berks County should be directed to Katie Mauger, Membership Coordinator at our office by calling (610) 777-8889.

Please return application & check for \$455 (includes membership to HBA, PBA & NAHB) to:

Home Builders Association of Berks County, Attn: Katie Mauger, Membership Coordinator
1300 New Holland Road, Suite 101, Reading, PA 19607

ENDORSED PROGRAMS

I, _____, (Applicant Name) understand that acceptance as a member of the Home Builders Association of Berks County does **NOT** guarantee acceptance into any of the endorsed programs of the National Association of Home Builders, the Pennsylvania Builders Association, or the Home Builders Association of Berks County. This understanding in particular, but not exclusively, pertains to any insurance product or program sponsored or endorsed by any of these three organizations.

(Applicant Signature)

(Date)

GENERAL REFERENCES

Please give two client references: (for builder and remodeler applicants only)

(Name/Co.) (Address) (Phone)

(Name/Co.) (Address) (Phone)

Please give three supplier/trade/business references: (to be completed by all applicants)

(Name/Co.) (Address) (Phone)

(Name/Co.) (Address) (Phone)

(Name/Co.) (Address) (Phone)

Note: From the date the HBA office receives a new member application, it may be 30 days or longer before the Membership Committee will make a recommendation to the Board of Directors concerning the new member application. This will allow time to conduct an investigation of the applicant's activities, make such inquiries and obtain such credit reports as necessary to determine the applicant's financial ability to meet its obligations to purchasers.

WHY DO YOU WANT TO BECOME A MEMBER OF THE HBA:

MEMBER PRODUCTS/SERVICES LISTINGS

Accounting
Advertising/Promotion/Marketing
Aluminum Products
Apartments/Rental Properties
Appliances
Appraisals
Architects
Asbestos Removal
Associations
Attorneys
Audio\Video
Banks
Basement Waterproofing
Bathrooms & Kitchens
Block/Stone/Concrete
Brick Supplies
Building Supplies - Retail
Cabinetry
Carpentry Contractors
Ceilings - Acoustical
Ceramic Tile & Marble
Chimney Cleaning/Relining
Cleaning Services
Closet Systems
Commercial Contractors
Computers & Services
Concrete Construction/Paving
Concrete & Cement Products
Custom Builders
Custom Woodworking
Decks
Mobile/Modular Homes
Drywall Contractors
Education
Electrical Contractors
Electrical & Lighting Supplies
Engineers/Surveyors
Environmental Consultants
Equipment Sales/Rentals
Excavating Contractors
Exterior Insulation Finish Systems
Fencing & Installation
Financial Planning
Fireplaces & Surroundings
Floor Coverings
Framing Contractors
Fuel/Furnaces/Service
Garage Doors/Operations
General Hauling/Machinery
Glass/Mirrors/Stained Glass
Hardware - Retail
Heating & Cooling
Home Furnishings
Home Improvements
Home Inspections
Hot Tubs/Spas/Pool
Insulation/Installation
Insurance - All Types
Insurance - Title
Interior Decoration
Kitchen Cabinet Refacing
Land Clearing
Land Development
Landscaping/Lawn Care/Tree Service

Locksmiths
Log Homes
Lumber & Millwork
Masonry Contractors
Mechanical Contractors
Mortgage Companies
Painters/Paperhangers
Paint Supplies
Paving Contractors
Pest Control
Phone Systems/Wireless
Communications
Plastering
Plumbing Contractors
Plumbing/Heating Supplies
Pole Buildings
Portable Toilet Rentals/Services
Printing
Publications
Radio Communications
Real Estate
Remodeling Contractors
Residential Builders/Remodelers
Restorations
Roofing Contractors
Roofing & Siding Supplies
Sanitation/Waste Services
Security/Alarm Systems
Septic Systems
Siding/Installation
Signs
Steel Service Centers/Fabricators
Stripping/Refinishing
Sunrooms/Porch Enclosures
Tile/Flagstone
Tool Repair
Topsoil/Mulch
Transportation
Trusses
Utilities
Vacuum Cleaners/Systems
Water Conditioning
Welding/Fabrication
Well Drilling
Wholesale Distributors/
Manufacturers
Window Treatments/Shades
Windows & Doors
Window & Door Installations
Wood/Coal Burning Stove

* Or Create Your Own!