

Builders Association
of South Central Kentucky
859 Lovers Lane
Bowling Green KY 42103
270-781-3375

REGISTERED BUILDER/REMODELER

**APPLICATION
FOR MEMBERSHIP**



Builders Association of South Central Kentucky
REGISTERED BUILDER/REMODELER MEMBERS

CODE OF ETHICS
MEMBERS AFFIRM THAT:

HOMEOWNERSHIP SHOULD BE WITHIN THE REACH OF EVERY AMERICAN FAMILY.
THAT THESE HOMES PROVIDE THE BEST VALUE POSSIBLE AND
BE BUILT WITH HIGH STANDARDS OF SAFETY, QUALITY MATERIALS, SANITATION
AND LIVABILITY. FURTHERMORE, THAT EVERY HOME BE BACKED BY BUILDER
SERVICE AND INTEGRITY.

AS PART OF OUR RESPONSIBILITY TO THE HOME BUYER, OUR COMMUNITY AND
OUR COUNTRY, BUILDERS ASSOCIATION OF SOUTH CENTRAL KENTUCKY MEMBERS
PLEDGE ALLEGIANCE TO THE FOLLOWING PRINCIPLES AND POLICIES:

HONESTY IS OUR GUIDING POLICY IN CONDUCTING BUSINESS AFFAIRS.
WE WILL STRIVE CONSISTENTLY TO COMPLY WITH THE SPIRIT
OF THE LAW IN FINANCIAL TRANSACTIONS AND BUSINESS CONTRACTS,
AND MANAGE OUR DEALINGS WITH EMPLOYEES, SUBCONTRACTORS,
AND SUPPLIERS WITH HONOR AND FAIRNESS.

WE WILL WORK TOWARD ESTABLISHING A BALANCE BETWEEN LEGITIMATE
ENVIRONMENTAL CONCERNS AND THE NEED TO DEVELOP AND
ONSTRUCT NEW HOUSING. THIS WILL INCLUDE THE CONSERVATION OF LAND AND
ENERGY THROUGH CONSIDERATION OF NATURAL ENVIRONMENT
AS AN INTRINSIC ELEMENT IN HOUSING DESIGNS.

TO MAINTAIN OUR LEADERSHIP AS A PROGRESSIVE INDUSTRY,
WE WILL CONTINUE TO ENCOURAGE RESEARCH AND DEVELOPMENT OF
NEW MATERIALS, BUILDING TECHNIQUES, BUILDING EQUIPMENT,
AND IMPROVED METHODS OF HOME FINANCING. ALL SOUND
LEGISLATIVE PROPOSALS AFFECTING OUR INDUSTRY AND THE PEOPLE WE
SERVE SHALL HAVE OUR INFORMED AND VIGOROUS SUPPORT.

WE HOLD INVIOLOATE THE FREE ENTERPRISE SYSTEM AND
THE AMERICAN WAY OF LIFE.
WE PLEDGE OUR SUPPORT TO OUR ASSOCIATES, OUR LOCAL, STATE AND
NATIONAL ASSOCIATIONS, AND 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 OBLIGATIONS AS MEMBERS OF THE
BUILDERS ASSOCIATION OF SOUTH CENTRAL KENTUCKY,
THE HOME BUILDERS ASSOCIATION OF KENTUCKY
AND THE NATIONAL ASSOCIATION OF HOME BUILDERS.

Applicant's Initials: _____

Builders Association of South Central Kentucky
859 Lovers Lane, Bowling Green, Kentucky 42103-7903
Phone 270-781-3375 Fax 270-782-5082

Registered Builder /Remodeler Requirements, Code of Ethics,
Conciliation Process, Registered Builder Committee Policies
and
Application For

Registered Builder/Remodeler Membership

Note: All applications for Registered Builder/Remodeler Membership are subject to approval by the Board of Directors of the Builders Association of South Central Kentucky with exclusive rights to accept or deny membership.

Registered Builder/Remodeler Fees:

Application Fee: \$50 (Non-Refundable)

Annual Dues: \$465

Total Amount to Join: \$515

Payment must accompany application.

Your application fee is non-refundable,

However, if for any reason your application is not approved, the balance of payment will be refunded. If you aren't satisfied with your membership investment, we'll refund the local portion of your membership dues after completion of requirements detailed in the **Membership Satisfaction Guarantee Agreement.**

Contributions or gifts to the Builders Association of South Central Kentucky are not tax deductible as charitable contributions. However, they may be tax deductible as ordinary and necessary business expenses.

Applicant's Initials: _____

MAY 3, 2001

PART OF THE REGISTERED BUILDER COMMITTEE POLICY *
 BUILDERS ASSOCIATION OF SOUTH CENTRAL KENTUCKY
REGISTERED BUILDER/REMODELER REQUIREMENTS

NEW APPLICANTS FOR REGISTERED BUILDER MEMBERSHIP MUST MEET THE FOLLOWING REQUIREMENTS:

- A. HAVE ACCEPTABLE CREDIT REPORT-BUSINESS AND PERSONAL.
- NOTE: AUTHORIZATION SIGNATURE REQUIRED SEE PAGE 8
- B. MUST HAVE TWO (2) CURRENT REGISTERED BUILDER MEMBER SPONSORS. SAID SPONSOR MUST HAVE KNOWLEDGE OF APPLICANT'S PERFORMANCE HISTORY.
- C. MUST HAVE BEEN IN THE CONSTRUCTION BUSINESS UNDER THEIR OWN NAME FOR A PERIOD OF AT LEAST ONE YEAR.
- D. MUST HAVE SUPERVISED, COMPLETED AND SOLD A MINIMUM OF SIX (6) SIGNIFICANT BUILDING OR REMODELING PROJECTS:
 - RESIDENTIAL, COMMERCIAL, REMODELING, OR INDUSTRIAL, UNDER THE APPLICANT'S COMPANY NAME.
- E. YOUR PRINCIPLE OCCUPATION SHALL BE DERIVED FROM THE BUILDING OR BUILDING RELATED INDUSTRY.
- F. MUST SUBMIT NAMES AND PHONES NUMBERS OF REFERENCES:
1. THREE (3) NON-RELATED CUSTOMERS
 2. THREE (3) SUPPLIERS
 3. THREE (3) SUBCONTRACTORS.
 4. ONE (1) FINANCIAL INSTITUTION
- G. MUST SUBMIT TO CONCILIATION PROGRAM IN AN EFFORT TO RESOLVE DISAGREEMENTS BETWEEN A MEMBER AND A CUSTOMER.
- H. THE BUILDER MUST USE AN APPROVED WRITTEN CONTRACT AND ISSUE/PROVIDE A ONE YEAR WRITTEN WARRANTY. IF YOU CHOOSE TO USE A CONTRACT OR WARRANTY NOT SUPPLIED BY THE BUILDERS ASSOCIATION OF SOUTH CENTRAL KENTUCKY, THE CONTRACT AND WARRANTY MUST INCLUDE THE SAME PROVISIONS AS SET FORTH IN THE REGISTERED BUILDER CONTRACTS AND WARRANTIES.
- I. ALL NEW REGISTERED BUILDER MEMBERS MUST COMPLETE EIGHT (8) HOURS OF APPROVED CONTINUING EDUCATION EACH YEAR. AT LEAST TWO OF THOSE HOURS MUST INCLUDE SAFETY TRAINING.
- J. SUBMIT CERTIFICATES OF INSURANCE FOR WORKER'S COMPENSATION AND GENERAL LIABILITY.
- K. APPLICANTS WILL BE INTERVIEWED BY THE REGISTERED BUILDER COMMITTEE.
- L. APPLICATIONS FOR REGISTERED BUILDER MEMBERSHIP WILL BE REVIEWED BY THE REGISTERED BUILDER COMMITTEE WITH A RECOMMENDATION TO APPROVE OR DENY AND THEN SUBMITTED TO THE BOARD OF DIRECTORS FOR FINAL APPROVAL. MEMBERSHIP SHALL TAKE PLACE NO SOONER THAN THE SECOND (2nd) BOARD READING.
- M. THE BOARD OF DIRECTORS RESERVES THE RIGHT TO RECOMMEND OR DENY APPROVAL OF APPLICANT BASED ON THEIR PREVIOUS EXPERIENCE AND/OR OTHER FACTORS THAT MAY INDICATE THAT APPLICANT IS QUALIFIED OR NOT QUALIFIED TO REPRESENT THE ASSOCIATION IN AN ACCEPTABLE MANNER.
- N. NEW APPLICANTS MUST SIGN AN AGREEMENT THAT THEY WILL ABIDE BY THE CONSTITUTION, BY-LAWS, CODE OF ETHICS, POLICIES AND WILL ABIDE BY THE DECISIONS OF THE REGISTERED BUILDER COMMITTEE AS CONTAINED HEREIN OR AS SUBSEQUENTLY MODIFIED FROM TIME TO TIME.

* All Registered Builder/Remodeler applications must be submitted complete, a minimum of three weeks prior to the next regular monthly board meeting.

REGISTERED BUILDER REQUIREMENTS APPROVED BY THE BOARD OF DIRECTORS: _____ May 3, 2001

Applicant's Initials: _____

859 Lovers Lane - Bowling Green, KY 42103-7903
Telephone: 270-781-3375 Fax: 270-782-5082

APPLICATION FOR "REGISTERED BUILDER/REMODELER" MEMBERSHIP

The undersigned respectfully applies for Registered Builder membership in the Builders Association of South Central Kentucky.

Applicant's Name _____ Fed. I. D. #: _____
SS#: _____
Date of Birth: _____

Home Address Street _____
City _____ State _____ Zip _____

Phone _____ Cellular Phone _____
Website Address: _____ E-mail Address: _____

Firm/Company Name _____
Address: Street _____
City _____ State _____ Zip _____
Phone _____ Fax _____

Chief Executive Officer or Principle Owner: _____
Please designate a Registered Builder Representative: _____

NOTE: THIS WILL BE THE INDIVIDUAL WHO MUST COMPLETE THE CONTINUING EDUCATION REQUIREMENTS.

List of all principals or corporate officers:
Name/position _____ Name/position _____
Name/position _____ Name/position _____

Type of Business Organization:
a. Corporation [] b. Sole Proprietorship [] c. Partnership [] d. Other []
Percentage of ownership _____ % Fed. I. D. No. _____
B. G./W. C. Contractors License No.: _____ Date issued: _____
Name(s) under which you build: _____

Name other organizations to which you belong: _____

Are you a member of any other Builders Associations? _____
If so please list _____

Community involvement, past and present: _____

Number of years in construction business _____

Number of dwellings built in last 2 years _____ 12 Months _____

Price range you build in: _____

Indicate what activities your company is currently engaged in: [] Commercial Const. [] New Construction
[] Remodeling [] Industrial [] Developing [] Other: Explain _____

Applicants Initials: _____

How long have you been in the construction business under your own name? _____ Years

A. If in building business less than one year, state previous business experience _____

B. What Is your principle occupation? _____
 Explain: _____

C. Are you engaged in any other type of business? Yes No

D. If yes, state nature the business _____

E. In what phase of home building have you been involved?

a. Plan and design work Yes No

b. On site supervision Yes No

c. Financial

1. Payment of accounts Yes No

2. Obtaining Construction or permanent financing Yes No

3. Loan closing Yes No

d. Purchase of materials Yes No

e. Contracting of subs Yes No

f. Other duties/responsibilities: _____

F. List present or past trade background (i.e. carpentry, plumbing, etc.) _____

G. List educational background _____

H. Have you or your Company every been a party to any litigation, judgment, lien, or bankruptcy proceedings within the last (5) five years? Yes No

If yes, explain briefly _____

I. Have any of your business practices ever been investigated or questioned by the Better Business Bureau or any other authorities? Yes No

If yes, explain briefly _____

Applicant's initials: _____

BUSINESS REFERENCES: Please list the names and addresses of three (3) suppliers, who are familiar with your work and how you conduct your business .

1. Company: _____ Contact: _____ Phone () _____
 Address: _____ City _____ State _____ Zip _____

2. Company: _____ Contact: _____
 Phone () _____
 Address: _____ City _____ State _____ Zip _____

3. Company: _____ Contact: _____ Phone () _____
 Address: _____ City _____ State _____ Zip _____

Please list the names and addresses of three (3) sub-contractors, who are familiar with your work and how you conduct your business .

1. Company: _____ Contact: _____
 Phone () _____ Mobile _____
 Address: _____ City _____ State _____ Zip _____

2.. Company: _____ Contact: _____
 Phone () _____ Mobile _____
 Address: _____ City _____ State _____ Zip _____

3. Company: _____ Contact: _____
 Phone () _____ Mobile _____
 Address: _____ City _____ State _____ Zip _____

Name your principal bank or financial institution.

1. BANK: _____
 Address _____ City _____ State _____ Zip _____
 Contact _____ Telephone Number: _____

List names and addresses of the last (6) six people (non-related) you have built a house for or who have purchased a new home from you or a major remodel project within the last two (2) years.

CUSTOMER NAME	ADDRESS	PHONE #	LOCATION/SUBDIVISION
1. _____	_____	_____	_____
Settlement date:	_____		
2.. _____	_____	_____	_____
Settlement date:	_____		
3. _____	_____	_____	_____
Settlement date:	_____		
4. _____	_____	_____	_____
Settlement date:	_____		
5. _____	_____	_____	_____
Settlement date:	_____		
6. _____	_____	_____	_____
Settlement date:	_____		

Applicant's Initials: _____

Company Information:

General Liability Insurer # Expiration date: _____

Worker's Comp. Insurer # Expiration date: _____

Land Development Listings: _____

Counties you work in:

CREDIT REPORT INFORMATION PERMISSION GRANTED TO:

BUILDERS ASSOCIATION OF SOUTH CENTRAL KENTUCKY

THE APPLICANT AUTHORIZES CIC BUSINESS CREDIT REPORTING INC. D/B/A NACM NASHVILLE AND THE BUILDERS ASSOCIATION OF SOUTH CENTRAL KENTUCKY TO OBTAIN A CONSUMER CREDIT REPORT, (WRITTEN OR ORAL CREDIT REPORTS) FROM ANY CREDIT REPORTING AGENCY. THE APPLICANT AUTHORIZES ANY BANK OR BUSINESS WITH WHICH THE APPLICANT HAS CURRENT OR INACTIVE EXPERIENCE TO GIVE ANY AND ALL NECESSARY CREDIT INFORMATION TO THE BUILDERS ASSOCIATION OF SOUTH CENTRAL KENTUCKY, WHICH WILL ASSIST IN THE CREDIT INVESTIGATION.

TO AID IN THE CREDIT INVESTIGATION, THE APPLICANT ALSO GRANTS FOR THE BUILDERS ASSOCIATION OF SOUTH CENTRAL KENTUCKY TO PULL A PERSONAL CREDIT REPORT.

AUTHORIZATION SIGNATURE REQUIRED _____

**THE FOLLOWING INFORMATION IS REQUIRED BY NATIONAL ASSOCIATION OF HOME BUILDERS REQUIREMENTS
And by the Builders Association of South Central Kentucky**

INSTRUCTIONS: SELECT (check) THE BUSINESS ACTIVITIES FROM THE LIST OF CODES:

BUILDER MEMBER CLASSIFICATION

A	Single Family Spec/Tract Building	<input type="checkbox"/>
B1	Single Family General Contracting	<input type="checkbox"/>
B2	Single Family Custom Building	<input type="checkbox"/>
C	Multifamily Building (Condo/Coop Units)	<input type="checkbox"/>
D	Multifamily Building/Ownership (Rental Units)	<input type="checkbox"/>
E	Multifamily General Contracting	<input type="checkbox"/>
F	Remodeling—Residential	<input type="checkbox"/>
G	Remodeling— Commercial	<input type="checkbox"/>
H	Commercial Building (Own Account)	<input type="checkbox"/>
I	Commercial General Contractor	<input type="checkbox"/>
J	Land Development	<input type="checkbox"/>
K	Manufacturing of Modular/Panelized/Log Homes	<input type="checkbox"/>

INSTRUCTIONS: SELECT (check) THE APPROXIMATE ANNUAL DOLLAR VOLUME OF NEW RESIDENTIAL CONSTRUCTION/DEVELOPMENT, USING THE CODES BELOW:

ANNUAL DOLLAR VOLUME

1	UNDER \$500,000	<input type="checkbox"/>
2	\$500,000 TO \$999,999	<input type="checkbox"/>
3	\$1 MILLION TO \$,999,999	<input type="checkbox"/>
4	\$5 MILLION TO \$9,999,999	<input type="checkbox"/>
5	\$10 MILLION OR OVER	<input type="checkbox"/>
6	NO CONSTRUCTION ACTIVITY	<input type="checkbox"/>

INSTRUCTIONS: SELECT (check) THE APPROXIMATED NUMBER OF UNITS BUILT IN THE LAST 12 MONTHS, USING THE CODES BELOW:

NUMBER OF UNITS

1	0 UNITS	<input type="checkbox"/>
2	1 TO 10 UNITS	<input type="checkbox"/>
3	11 TO 25 UNITS	<input type="checkbox"/>
4	26 TO 100 UNITS	<input type="checkbox"/>
5	101 TO 500 UNITS	<input type="checkbox"/>
6	OVER 500 UNITS	<input type="checkbox"/>

INSTRUCTIONS: SELECT THE CODE THAT BEST DESCRIBES YOUR BUSINESS TITLE:

BUSINESS TITLE:

1.	President/ CEO	<input type="checkbox"/>
2.	VP/General Manager	<input type="checkbox"/>
3.	Construction Superintendent	<input type="checkbox"/>
4.	Sales & Marketing manager/Director	<input type="checkbox"/>
5.	Architect, Designer or Engineer	<input type="checkbox"/>
6.	Financial Manager/Director	<input type="checkbox"/>
7.	Owner, Principal or Partner	<input type="checkbox"/>
8.	N/A	<input type="checkbox"/>
9.	Other (Specify)	<input type="checkbox"/>

Applicant's Initials: _____

CRITERIA FOR DENIAL OF MEMBERSHIP

1. FAILURE TO PROVIDE ALL REQUIRED DATA AND INFORMATION.
2. CREDIT REPORT INDICATING SERIOUS DELINQUENCY, LIENS OR UNSATISFIED JUDGMENTS.
3. A LEGITIMATE NEGATIVE RESPONSE ON FINANCIAL STABILITY FROM A LENDER, SUPPLIER OR SUBCONTRACTOR.
4. TWO OR MORE LEGITIMATE NEGATIVE RESPONSES FROM CUSTOMERS.
5. A NEGATIVE REPORT FROM A BUILDING INSPECTOR, LEGITIMATE NEGATIVE RESPONSES IN TECHNICAL COMPETENCE FROM ANY GOVERNMENT AGENCY CONTACTED, OR A LACK OF SUPERVISORY EXPERIENCE BY THE APPLICANT IN THE HOME CONSTRUCTION.
6. A NEGATIVE RESPONSE FROM A MEMBER IN GOOD STANDING DURING THE FIRST OR SECOND READING.

NOTICE:

ANY APPLICANT REJECTED MEMBERSHIP IN THE BUILDERS ASSOCIATION OF SOUTH CENTRAL KENTUCKY'S "REGISTERED BUILDER PROGRAM" WILL BE NOTIFIED IN WRITING.

ANY APPLICANT REJECTED BY THE "REGISTERED BUILDER COMMITTEE" MAY APPEAL BY MAKING AN APPOINTMENT AND APPEARING IN PERSON BEFORE THE BOARD OF DIRECTORS OF THE BUILDERS ASSOCIATION OF SOUTH CENTRAL KENTUCKY.

I have read, and understand the above information.

Signature of applicant: _____

A check for one year's dues plus initial fee must accompany this application. The dues of this Association shall be paid annually on the anniversary date of joining, and being approved by the Board of Directors.

\$515 to join, for the first year, which includes \$50 application fee (Application Fees are Non-refundable) and \$465 per year thereafter, unless a dues increase is approved by the Board of Directors.

A check for dues and application fee must accompany this application.

Dues for membership in the National Association of Home Builders and the Home Builders 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 By-Laws of those Associations (or amendments thereto in effect).

As a Registered Builder/Remodeler member of the Builders Association of South Central Kentucky, the following items are available to you at the Association's office: Registered Builder Logos, Contracts, and Warranties

* *Your New Home and How To Care For It* Booklets are available through the National Association of Home Builders. Booklets may be ordered on-line at www.BuilderBooks.Com.

INFORMATION CONTAINED HEREIN WILL BE HELD IN STRICT CONFIDENCE.

Builders Association's USE ONLY

Application of: _____

APPROVED BY THE BOARD OF DIRECTORS OF THE BUILDERS ASSOCIATION OF
SOUTH CENTRAL KENTUCKY

THIS, _____ DAY OF _____, _____.

Signed: Executive Officer

Applicant's Initials: _____