



ARROWHEAD BUILDERS ASSOCIATION

Application for Membership

Our Mission: *Advancing the Building Industry*

Our Vision: To be the region's primary resource by setting the standard for integrity, value and trust. We support, promote and enhance the building industry:

Support

- One on one and member to member mentoring
- Creative and solid partners
- Buying power through business to business connections
- "In the know" provider of the building industry

Promote

- Networking, business to business marketing and promotions, collaborated work efforts
- Member Nights Out highlight individuals businesses, welcoming 65 to over 100 guests visiting your place of business
- Web links, newsletters, announcement, sponsorship opportunities, and print materials showcase your business

Enhance

- Lobbying efforts for governmental changes at the local, state and national levels
- Raising industry standards by improving opportunities for quality and knowledge
- Bringing you up-to-date information on supplies and materials which improve the building industry
- Educational opportunities for CEU's, Leadership Development and Business Strategies

Code of Ethics:

We as members of the Arrowhead Builders Association believe that home ownership can and should be within reach of every American family; and American homes should be well designed, well-constructed and well-located in attractive communities, with educational, recreational, religious and shopping facilities accessible to all.

Furthermore, we agree to the following:

- Responsibility to our customer, our community and our country.
- Adherence to honest business practices.
- High standards of health, safety and sanitation built into every home.
- Uphold and protect the right to a fair return for goods and services in our relations with labor and all other segments of the industry.
- Encourage research and the development of new materials and equipment, new building techniques and improved methods of home financing.
- Informed and vigorous support for all sound legislative proposals affecting our industry and the people we serve.
- Support of the free enterprise system and the American way of life.
- Support of our members, our local, state and national associations and related industries.



APPLICATION FOR MEMBERSHIP

Business Name _____ Today's Date _____

Contact Name _____

Principal/Owner's Name _____ Title _____

Mailing Address _____

Address

City

State

Zip

Description of Business: _____

Website Address _____

Phone _____ Fax _____ Cell Phone _____

Email _____

Who recommended/recruited you for membership: _____

Application as: Builder Member \$600.00/year; State Builders License # _____

Associate Member \$600.00/year

Additional business affiliates \$25.00/year; Name: _____

I hereby authorize the Arrowhead Builders Association to draw funds from:

(account number)

_____ (expiration) _____ (CVV) _____ (zip code)

in the amount of (circle only one):

\$ 600.00 Annually

\$ 175.00 Quarterly

\$ 65.00 Monthly

By signing below I certify that I have reviewed, understood, and agree to be bound by all the terms and conditions described within provided Membership Contract.

In addition, I certify that I am of sound mental condition/state, sufficient legal age, and proper legal authority to enter into and be bound by this contract in the state of Minnesota/Wisconsin.

I agree to abide by the Bylaws and Code of Ethics of the Arrowhead Builders Association, to which this membership application is directed, of the National Association of Home Builders of the United States of America with which it is affiliated, and of the Builders Association of Minnesota with which it is affiliated.

I understand that my membership is subject to a credit check, and by my signature give authorization for a credit report.

Full Name (Print): _____

Signature: _____ Date: _____



MEMBERSHIP CONTRACT

This contract agreement is binding. Please choose carefully which method of payment you are interested in.

Payment Terms: This agreement describes three payment options for Builder or Associate Membership in the Arrowhead Builders Association and sets forth the terms and conditions between the applicant/member and the Arrowhead Builders Association. The terms and conditions are as follows:

Payment: Payment may be cash, check, credit or debit card on the date of your initial enrollment application. Subsequently, the Arrowhead Builders Association will charge the mentioned credit/debit card each month on the monthly charge date (1st Monday of each month) or the next business date, unless cancellation form is turned in 30 days prior to the charge.

If quarterly payment plan is requested, the first payment will be made in the quarter associated with the date of the application, and will follow the first month of each subsequent quarter:

Jan – Mar

Apr – Jun

Jul – Sept

Oct - Dec

Minimum Commitment: The Arrowhead Builders Association will pay the Builders Association of MN and the National Association of Home Builders dues in the first month of the application receipt. Commitment from the applicant assures that a minimum of those dues plus administrative fees will be paid regardless of the applicant termination request. The Arrowhead Builders Association offers a full guarantee for membership.

My commitment of \$600.00, representing my annual membership dues accompanies this application. These dues include \$182.00 per year to the National Association of Home Builders and \$225.00 per year to the Builders Association of Minnesota (dues and LAF).

Cancellation Terms: The applicant for membership agrees to inform the Arrowhead Builders Association of any changes within the company or to the credit/debit card or checking account. Should the account be rejected for any reason, this agreement will immediately lapse and the enrollment in ABA, BAM and NAHB will be discontinued until payment is made. The signer below assumes the liability for this agreement, as stated herein. Thirty (30) days written notice is required for cancellation.

Renewal: Membership in the Arrowhead Builders Association will renew automatically with the quarterly and monthly membership payment plans for another full year of membership. A notice will be sent regarding term renewal date and an option to cancel will be accepted.

Guarantee: The Arrowhead Builders Association offers a one-year money -back guarantee of a return on your membership dues investment (\$600). If you have not seen a return on your investment within one year, the Executive Committee members will review your request for a full refund.

In order for a return on your investment, you must:

- Attend One (1) President's Lunch (quarterly)
- Attend a minimum of eight (8) Member Nights Out
- Attend one (1) event (Golf outing, Arrowhead Home & Builders Show, Homes on Parade, annual dinner or other event)
- Volunteer for one (1) event or committee

It is the member's responsibility to fulfill these requirements and provide details of all in order to receive money back. All requests for refund will expire on the anniversary date of application or upon anniversary of full receipt of membership dues.

Tax Deductible Dues: A portion of your membership is deductible. Dues payments to Arrowhead Builders Association are not deductible as charitable contributions for federal income tax purposes. However, dues payments may be deductible as ordinary and necessary business expense, subject to exclusion for lobbying activity. Because a portion of your dues is used for lobbying by NAHB, BAM, and ABA, 12% of the total NAHB dues, or \$19.92, and 32% of the total BAM dues, or \$62.40, is not deductible for income tax purposes.

Requested Materials:

Submission of Membership Application must be accompanied by the following:

1. Arrowhead Builders Association Membership Application
2. Contract for Payment (Annual, Quarterly or Monthly)
3. NAHB Reporting Codes

Attachments:

4. Proof of Business (i.e. Secretary of State Business in Good Standing Certificate)
5. Federal Tax ID Number
6. If applying as a "Builder Member", proof of Builder License

Additional materials requested:

New Member Questionnaire
Business Logo in High Resolution

Contact Information: The Arrowhead Builders Association can be contacted at:

**5255 Maple Grove Road
Hermantown, MN 55811**

**Phone: 218.722.5707
Web: www.ABAMN.org
Email: ABA@abamn.org**



NAHB Membership Information Reporting Codes

Business Activity Codes: Enter the member’s most important business activities from the list of codes below (enter up to 3 different codes). Note: For “other” associate (code Z), please fill in the blank for “Other Business Classifications.”

Builder memberships must use business activity codes A-K.

Associate memberships must use business activity codes L-Z.

Affiliate memberships have the same activity as their associated member company.

Builder Member Classification

- | | | | |
|----|------------------------------------|---|-----------------------------------|
| A | Single-Family Spec/Tract Building | F | Remodeling-Residential |
| B1 | Single-Family General Contracting | G | Remodeling-Commercial |
| B2 | Single-Family Custom Building | H | Commercial Building (Own Acct) |
| C | Multi-Family Building (Condo/Coop) | I | Commercial General Contracting |
| D | Multi-Family Building/Ownership | J | Land Development |
| E | Multi-Family General Contracting | K | Manufacturing of Modular/Panelize |

Associate Member Classification

- | | | | |
|----|---|------|---|
| L | Accounting | W3 | Masonry, Stone Work, Title Work |
| M1 | Architecture | W4 | Landscaping |
| M2 | Engineering | W5 | Plumbing, Heating and A/C |
| M3 | Planning or Design | W6 | Roofing, Siding and Sheet Metal |
| N | Legal Services | Work | |
| O | Computer Products & Services | W7 | Painting & Paper Hanging |
| P1 | Commercial Banking | W8 | Floor Laying and Other Floor Work |
| P2 | Mortgage Banking | W9 | Concrete Work WA Excavation Work |
| Q | Insurance or Title Company | WC | Land Surveyor WD Security Systems |
| R | Marketing, Advertising or Public Relations | WE | Insulation Work |
| S | Building Material Manufacturing | WF | Drywall Installation |
| T | Property Management | WZ | Other Subcontracting |
| U | Real Estate | X1 | Appliance (Wholesales Dealers) |
| V1 | Appliances (Retail Dealership) | X2 | Building Materials/Lumber (Wholesale Dealers) |
| V2 | Building Materials/Lumber (Retail Dealership) | X3 | Floor Coverings (Wholesale Dealers) |
| V3 | Flooring Covering (Retail Dealership) | X4 | Paint/Wall Coverings (Wholesale Dealers) |
| V4 | Paint/Wall Covering (Retail Dealership) | X5 | Other Wholesale Dealership |
| V5 | Other Retail Dealership | Y | Utilities |
| W1 | Carpentry Work | Y2 | Industry Consultant |
| W2 | Electrical Work | Y3 | Trade Association/Nonprofit |
| Z | Other Associate (Please Specify) _____ | | |

Annual Dollar Volume:

Enter the member’s approximate annual volume of new residential construction / development, using the following codes:

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

Annual number of residential dwelling units built in the past 12 months:

- 1. 0 units
- 2. 1 to 10
- 3. 11 to 25
- 4. 26 to 100
- 5. 101 to 500
- 6. Over 500

Total paid employees:

Enter the total number of employees in the space provided. Include the member in your total figure. _____

Business Title:

Enter the code that best describes the member’s business title, using the following codes:

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

Office use only: Staff: _____

Board Acceptance Date: _____

Application received date: _____

- Logo
- New Member Questionnaire
- NAHB Member Reporting Codes
- Outlook
- Constant Contact
- WMS
- Website
- QuickBooks
- Membership Lists