



# MEMBERSHIP APPLICATION

## APPLICANT INFORMATION: PLEASE TYPE OR PRINT

Company Name: \_\_\_\_\_

Name of Representative: \_\_\_\_\_ Title: \_\_\_\_\_

Spouse's Name: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

E-mail: \_\_\_\_\_ Website: \_\_\_\_\_

Business Address: \_\_\_\_\_ City/Zip: \_\_\_\_\_ / \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City/Zip: \_\_\_\_\_ / \_\_\_\_\_

(if different from business address)

### APPLYING AS:

**BUILDER** - State License # \_\_\_\_\_ (attach copy)  
Business Focus: \_\_\_\_\_

**ASSOCIATE** - Business Focus: \_\_\_\_\_  
M&A State License # \_\_\_\_\_ (attach copy)  
Other Trade License # \_\_\_\_\_ (attach copy)

*If your trade/craft requires you to be licensed by the State of Michigan through the LARA, Bureau of Commercial Services, please attach a copy of your license. Maintenance & Alteration Contractor trades include: carpentry, concrete, excavation, insulation work, masonry, painting and decorating, siding, roofing, screens and storm sash, gutters, tile and marble, house wrecking, swimming pools, and basement waterproofing.*

Certificate of Insurance: \_\_\_\_\_  
(Required for all licensed contractors -- Please attach or have your agent fax a cert. of insurance for liability & workers compensation.)

Bank/Credit References: \_\_\_\_\_

Other References (Builders, Subcontractors or Suppliers): \_\_\_\_\_

*I hereby make application for membership in, and agree to abide by, the Bylaws of the Home Builders Association of Jackson, Inc., the Home Builders Association of Michigan (HBAM), and the National Association of Home Builders (NAHB), and certify that the statements above are correct. Dues payments to your local builders association, the HBAM, and the NAHB are not deductible as a charitable contribution but may be deductible as an ordinary and necessary business expense. A portion of dues, however, is not deductible as an ordinary business expense to the extent that the HBAM and NAHB engage in lobbying. The non-deductible portions of the dues for 2020 are \$61.83 and \$37.62, respectively. Consult your tax advisor for further information.*

Date: \_\_\_\_\_ Signature of Applicant: \_\_\_\_\_

Sponsored by current HBAJ Member: \_\_\_\_\_

**A remittance of \$525 representing annual dues must accompany this application. Per association policy, there is an additional \$19 convenience fee if you choose to remit your dues using a credit card (included below). We appreciate your understanding.**

Check # \_\_\_\_\_ for \$525 Payable to HBA of Jackson, 1815 E High St, Jackson, MI 49203 OR  
Charge VISA or MASTERCARD # \_\_\_\_\_ Charge \$544 to my credit card  
Exp. Date: \_\_\_\_/\_\_\_\_ CVV \_\_\_\_\_ Billing Zip Code: \_\_\_\_\_

Name as it appears on card (print please) \_\_\_\_\_

**Authorized Signature:** \_\_\_\_\_

**IMPORTANT: Both sides must be completed in full with attachments and payment to be considered for membership.**

## NAHB MEMBER IDENTIFICATION (ID) CODING INSTRUCTIONS

The NAHB Member Identification (ID) Code is made up of eleven data blocks which are explained below. It is separate from the Personal Identification Number (PIN) assigned to each member by NAHB. The ID Code is designed for use by NAHB and its affiliated state and local associations to provide services which respond to the changing needs of our membership. If the requested data for a particular block is not applicable, enter a dash (--). Also, if you don't know the exact answer for a particular block, please give your best estimate.

### MEMBERSHIP CLASSIFICATION

- 1<sup>st</sup> Block \_\_\_\_\_ Enter a code (1) for all Builder Members or enter a code (2) for all Associate Members
- 2<sup>nd</sup> Block \_\_\_\_\_ Enter the primary business activity (A-Z) from the following list including any sub-codes:

#### BUILDER MEMBER CLASSIFICATION

- A** Single Family Spec/Tract Building
- B1** Single Family General Contracting
- B2** Single Family Custom Building
- C** Multifamily Building (Condo/Co-op Units)
- D** Multifamily Building/Ownership (Rental Units)
- E** Multifamily General Contracting
- F** Remodeling -- Residential
- G** Remodeling -- Commercial
- H** Commercial Building (Own Account)
- I** Commercial General Contracting
- J** Land Development
- K** Manufacturing of Modular/Panelized/Log Homes

#### ASSOCIATE MEMBER CLASSIFICATION

- L** Accounting
- M1** Architecture
- M2** Engineering
- M3** Planner or Designer
- N** Legal Services
- O** Computer Products and Services
- P1** Commercial Banking/Thrift Institution
- P2** Mortgage Banking
- Q** Insurance or Title Company
- R** Marketing/Adv./Public Relations
- S** Building Material Manufacturing
- T** Property Management
- U** Real Estate
- Y** Utilities
- Z** Other (Specify) \_\_\_\_\_

#### SUBCONTRACTORS and SPECIALTY TRADE CONTRACTORS

- W1** Carpentry Work
- W2** Electrical Work
- W3** Masonry/Stone Work/Tile Setting and Plastering
- W4** Landscaping
- W5** Plumbing, Heating and Air Conditioning
- W6** Roofing, Siding and Sheet Metal Work
- W7** Painting and Paper Hanging
- W8** Floor Laying and Other Floor Work
- W9** Concrete Work
- WA** Excavation Work
- WC** Land Surveyor
- WD** Security Systems
- WZ** Other Subcontractor  
(Specify) \_\_\_\_\_

#### WHOLESALE DEALERS/DISTRIBUTORS

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

#### RETAIL DEALERS/DISTRIBORS

- V1** Appliances
- V2** Building Materials/Lumber
- V3** Floor Coverings
- V4** Paint/Wall Coverings
- V5** Other (Specify) \_\_\_\_\_

3<sup>rd</sup> & 4<sup>th</sup> Blocks \_\_\_\_\_ Using the above Business Activity Codes, code the second and third business activity, including sub codes, if applicable.

5<sup>th</sup> Block \_\_\_\_\_ Enter member's annual dollar volume of all construction/development from following codes:

<b>1</b> Under \$ 500,000	<b>2</b> \$500,000 to \$999,999	<b>3</b> \$1 million to \$4,999,999
<b>4</b> \$5 million to \$ 9,999,999	<b>5</b> \$10 million or over	<b>6</b> No construction activity

6<sup>th</sup> Block \_\_\_\_\_ Enter the members annual number of residential dwelling units from following codes.

<b>1</b> 0 Units	<b>2</b> 1 to 10 units	<b>3</b> 11 to 25 units
<b>4</b> 26 to 100 Units	<b>5</b> 101 to 500 Units	<b>6</b> Over 500 Units

7<sup>th</sup> thru 10<sup>th</sup> Blocks \_\_\_\_\_ Enter the total number of paid employees, including the member.

11<sup>th</sup> Block \_\_\_\_\_ Using the following list of **Title Codes**, enter the member's business title.

<b>1</b> President/CEO	<b>5</b> Sales and Marketing Manager/Director
<b>2</b> Owner/Principal/Partner	<b>6</b> Financial Manager/Director
<b>3</b> VP/General Manager	<b>7</b> Other (Please specify)
<b>4</b> Construction Superintendent	_____