



MEMBERSHIP APPLICATION

SANTA FE AREA HOME BUILDERS ASSOCIATION

Membership includes SFAHBA as your local Home Builders Association as well as the State and National HBAs (New Mexico HBA & National Association of Home Builders)

BUILDER MEMBER

(\$675)

Any individual who is the owner of or is employed by a firm which is in the business of: building or remodeling homes, apartments, schools, commercial, industrial, or other structures; or land development.

ASSOCIATE MEMBER

(\$550)

Any individual who is the owner of or employed by a firm which is engaged in an allied trade, industry or profession related to the building industry.

AFFILIATE MEMBER*

(\$75)

Any representative joining an existing HBA Member company.

*Note: If the Primary member of the company drops their membership, the Affiliate will either take over the Primary membership at the higher rate or also drop their membership.

MEMBERSHIP REQUIREMENTS:

- Company has been in business a full year
- Certificate of General Liability with minimum coverage of \$300,000 and Workers Compensation
- One reference by letter or call from a current member, customer, supplier or subcontractor

CONTACT INFORMATION:

COMPANY NAME: _____ YEARS IN BUSINESS: _____

NAME OF COMPANY REP: _____ TITLE: _____

MAILING ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

BILLING ADDRESS (IF DIFFERENT THAN ABOVE)

PHONE: _____ EMAIL: _____

WEBSITE: _____

SOCIAL MEDIA USERNAMES: _____

NAME OF SFAHBA MEMBER WHO REFERRED YOU: _____

MEMBER CLASSIFICATIONS

_____ **\$ Volume (Optional):** Approximate Annual Dollar Volume of new residential construction/development (use codes below)

- | | | |
|-------------------------------|------------------------------------|-----------------------------------|
| 0 UNDER \$500,000 | 2 \$1 million - \$4,999,999 | 4 \$10 million or more |
| 1 \$500,00 - \$999,000 | 3 \$5 million - \$9,999,999 | 5 No construction activity |

_____ **# Units (Optional):** Approximate Annual Number of residential units built in the last 12 month (use codes below)

- | | | |
|------------------------|--------------------------|---------------------------|
| 1 ZERO UNITS | 3 11 TO 25 UNITS | 5 101 TO 500 UNITS |
| 2 1 TO 10 UNITS | 4 26 TO 100 UNITS | 6 OVER 500 UNITS |

_____ **# of Employees:** Enter the total paid employees. (Please include the applying member in the total figure)

_____ **Title:** Enter the code that best describes the member's business title (use codes below)

- | | | |
|--------------------------------------|--|--------------------------|
| 1 PRESIDENT/CEO | 4 SALES & MARKETING DIRECTOR | 7 OWNER/PRINCIPAL |
| 2 VP/GENERAL MANAGER | 5 ARCHITECT, DESIGNER, ENGINEER | B PARTNER OTHER |
| 3 CONSTRUCTION SUPERINTENDENT | 6 FINANCIAL MANAGER/DIRECTOR | |

CONSTRUCTION SPECIALTY

(for Builder Applicants Only)

PLEASE CHECK ALL THAT APPLY

- SINGLE FAMILY GENERAL CONTRACTING
- SINGLE FAMILY CUSTOM HOMES
- REMODELER
- LAND DEVELOPMENT
- COMMERCIAL CONSTRUCTION

PAYMENT METHOD

TOTAL AMOUNT DUE: _____

- CREDIT CARD (PLEASE SEND INVOICE)*
- ACH PAYMENT (PLEASE SEND INVOICE)*
- CASH
- CHECK

*3% credit card fee applies

ANNUAL DUES ACKNOWLEDGMENT

The Member agrees and acknowledges that it owes the Association an amount of money equal to the Annual Dues as defined above. Nothing in this Agreement is a waiver of any amounts owed and in the event of any breach of this agreement by the Member, the Association's rights to the Annual Dues shall not be limited.

MEMBERSHIP RENEWAL AGREEMENT

Since the Association shall incur expenses immediately upon the renewal date of the Agreement, the Member to notify the Association in writing prior to the renewal date of the Member's intention not to renew. If notification is not received prior to the renewal date, the Agreement will automatically be extended for one (1) year and the Member will be responsible for payment of Annual dues in full.

BUSINESS ACTIVITIES

List up to three (3) of most important business activities from the list of codes below.

BUILDER MEMBER CLASSIFICATIONS

#1 _____

#2 _____

#3 _____

A	SINGLE FAMILY SPEC/TRACT BUILDING	E	MULTIFAMILY GENERAL CONTRACTING
B1	SINGLE FAMILY GENERAL CONTRACTING	F	REMODELING - RESIDENTIAL
B2	SINGLE FAMILY CUSTOM BUILDING	F1	ADDITIONS
B2a	ADOBE	F2	KITCHENS, BATHS
B2b	BRICK, STONE, MASONRY, RASTRA, FOAM BLOCK	F3	PATIOS, PORCHES, SUNROOMS
B2c	STRAWBALE	G	REMODELING - COMMERCIAL
B2d	FRAME STUCCO	H	COMMERCIAL BUILDING (OWN ACCT)
B2e	WOOD	I	COMMERCIAL GENERAL CONTRACTING
B2f	SPECIALTIES (SPECIFY)	J	LAND DEVELOPMENT
C	MULTIFAMILY BUILDING (CONDO/COOP UNITS)	K	MANUFACTURING OF MODULAR /
D	MULTIFAMILY BUILDING/OWNERSHIP (RENTAL UNITS)		PANELIZED/LOG HOMES

ASSOCIATE MEMBER CLASSIFICATIONS

#1 _____

#2 _____

#3 _____

L	ACCOUNTING	P1	COMMERCIAL BANKING/THRIFT INSTITUTION
M1	ARCHITECTURE	P2	MORTGAGE BANKING
M2	ENGINEERING	Q	INSURANCE OR TITLE COMPANY
M2A	CIVIL	R	MARKETING/ADVERTISING/PUBLIC RELATIONS
M2B	ELECTRICAL	S	BUILDING MATERIAL MANUFACTURING
M2C	MECHANICAL	T	PROPERTY MANAGEMENT
M2D	STRUCTURAL	U	REAL ESTATE
M3	PLANNING/DESIGNING/DRAFTING	U1	APPRAISER
N	LEGAL SERVICES	Y	UTILITIES
		Z	OTHER (SPECIFY) _____

Whole Sale Dealers/Distributors:

X1	APPLIANCES	X4	PAINT/WALL COVERINGS
X2	BUILDING MATERIALS/LUMBER	X5	OTHER WHOLE SALE DEALERSHIP
X3	FLOOR COVERINGS		

Subcontractors and Specialty Trade Contractors:

W1	CARPENTRY	WA	EXCAVATION WORK	WZf	HOME AUTOMATION
W2	ELECTRICAL	WC	APPLIANCES	WZg	INSULATION
W3	MASONRY/STONE/TILE, PLASTER	WD	SECURITY SYSTEMS	WZh	INTERIOR DESIGN/DECORATING
W4	LANDSCAPING	WZ	OTHER SUBCONTRACTOR	WZi	MOBILE/CELL PHONE SERVICES
W5	PLUMBING/HEATING/AC	WZa	CABINETS	WZj	RECYCLED PRODUCTS
W6	ROOFING/SIDING/SHEET METAL	WZb	COUNTERTOPS	WZk	STAIRS
W7	PAINTING/PAPER HANGING	WZc	DRILLING	WZl	SURVEYING
W8	FLOOR LAYING/FLOOR WORK	WZd	ELECTRONIC WIRING	WZm	WELDING
W9	CONCRETE WORK	WZe	FABRICATING	WZn	WINDOWS/GLASS/MIRRORS

Retail Dealers/Distributors:

V1	APPLIANCES	V4	PAINT/WALL COVERINGS
V2	BUILDING MATERIALS/LUMBER	V5	OTHER WHOLE SALE DEALERSHIP
V3	FLOOR COVERINGS		

THINGS TO KNOW ABOUT YOUR APPLICATION & MEMBERSHIP

APPLICATION REVIEW

The initial review of applications is based on membership requirements. Final approval or denial is made by a majority vote of the HBA Board of Directors

CRITERIA FOR RESCINDING MEMBERSHIP

- Failure to provide required data
- Inquiry check indicates financial instability (unexplained judgments or liens against firm or individual in past five years)
- Three (3) negative customer references or records of legitimate, unsatisfied complaints filed against the Applicant with the Construction Industries Division in the past two (2) years
- Negative references from a supplier or subcontractor
- Felony conviction within two years of date of application
- Company has not been in business for at least one (1) year

APPEALS PROCESS

- Upon notification of the Board of Director's rescinding membership, Applicant may immediately reapply for membership or, in a written request, ask the Membership Committee for reconsideration of the application.
- After reconsideration, the Membership Committee will forward to the Board of Directors, its recommendation of rejection or reinstatement of the membership.
- The final disposition will be determined by a majority vote of the members of the Board of Directors.

SFAHBA CODE OF ETHICS

- Conduct business affairs with professionalism, integrity and skill
- Provide the best housing value possible through the use of quality materials, services and construction methods
- Build and renovate homes with high standards of safety, sanitation, and livability
- Comply with building codes, laws and regulations for the betterment of the home building industry and for the health, safety and progress of the community
- Comply with industry standards as adopted by the Association
- Provide timely response to items covered under any applicable warranty
- Provide timely payment of valid debts
- Seek to resolve business controversies in accordance with grievance procedures/mediation/arbitration or alternate methods as defined in contracts

___ I have read and understand the membership requirements and responsibilities of SFAHBA.

___ I agree to abide by the Association's Code of Ethics and other rules and regulations which shall from time to time be amended by the Association's Board of Directors.

___ I hereby certify that the above representations are true and correct and further authorize the Association to perform inquiries about the Applicant and/or the Applicant's firm

(Applicant Signature)

(Date)