



# Membership Application

Racine/Kenosha Builders Association  
2700 Wisconsin Street  
PO Box 706  
Sturtevant WI 53177  
Phone: 262-886-5901

Please assist us to process your application promptly by filling out every item to the fullest of your ability.

**I hereby apply for:**

- Builder Membership       Associate Membership

Dues Breakdown	
WBA	\$130.00
BIC	\$30.00
NAHB	\$182.00
<u>RKBA</u>	<u>\$278.00</u>
Total	\$620.00

**Company Information**

Company Name: \_\_\_\_\_  
Date Business Began: \_\_\_\_\_ Nature of Business: \_\_\_\_\_  
Number of Employees \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
E-mail: \_\_\_\_\_ Website: \_\_\_\_\_  
Certification Number if available: \_\_\_\_\_

**Individual Information**

Representative Name: \_\_\_\_\_  
Title: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
\* Home Phone: \_\_\_\_\_  
\* Home Address: \_\_\_\_\_  
\* Second Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

**Name of ALL Company's Partners/Principles/Officers**

1 \_\_\_\_\_ 2 \_\_\_\_\_  
3 \_\_\_\_\_ 4 \_\_\_\_\_

**Credit References (Primary Bank and Major Suppliers)**

<u>Firm/Contact</u>	<u>Street</u>	<u>City</u>	<u>State</u>	<u>Zip</u>
1. _____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____

**Customer References – We have performed services for:**

<u>Firm/Contact</u>	<u>Street</u>	<u>City</u>	<u>State</u>	<u>Zip</u>
4. _____	_____	_____	_____	_____
5. _____	_____	_____	_____	_____
6. _____	_____	_____	_____	_____

**RKBA Sponsor Name** (Association member who encouraged you to join)

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

**\* Objectives for joining the association:**

- \* Optional for Association use only. We will not share this information with outside parties.  
Submit a copy of your *Certificate of Liability Insurance* With your application

## **Code of Ethics**

The members of the Association shall subscribe to the following Code of Ethics:

- To conduct business affairs with professionalism, honesty, and skill
- To provide the best housing value possible through the use of quality materials, services, and construction practices backed by integrity
- To build and renovate homes with high standards of safety and livability
- To comply with the applicable industry standards as adopted by the Association
- To provide timely response to items covered under the applicable warranty
- To comply with all codes and regulations prescribed by law and government agencies for the health, safety, and progress of the community
- To seek to resolve business controversies through a non-litigation dispute resolution mechanism
- To deal fairly with respective employees, subcontractors, suppliers, and other members
- To respect and promote the Association's mission, purposes and activities; to refrain from acting in any manner that detracts from the Association's mission, purposes and activities; and to refrain from acting in any manner that creates public confusion or misunderstanding regarding the mission, purposes or activities of the Association (including false and misleading advertising or other false and misleading public statements).
- To support the Association in its efforts to shape sound public policy for the betterment of our industry and the people we serve
- To not obtain any business through fraudulent means, knowing acts of omission or by use of implications unwarranted by fact or reasonable probability
- To not engage in copyright infringement
- To only use the Association logo in conjunction with the company name that holds a membership at the Association
- To not perform or cause to be performed any act which could reflect, discredit, or disrepute any part of the building industry and/or the Association
- To use construction payouts to promptly pay creditors and not use the funds for other purposes
- To support and abide by the decisions of the Board of Directors in promoting and enforcing this Code of Ethics

Members assume the responsibilities of this Code of Ethics freely and solemnly and are mindful that these responsibilities are a part of their obligation as members of the Association.

**Enforcement.** The Board of Directors shall be responsible for promoting and enforcing the Code of Ethics. In enforcing the Code, the Board of Directors shall follow the most current

Guidelines for Handling Complaints as established and approved by the Board. Such Guidelines may be amended by a majority vote of the Board.

**Courses of Action.** Should the Board of Directors determine that disciplinary action of a member is required as related to the Code of Ethics, the Board of Directors may:

- 1) Send a private letter of warning to the member;
- 2) Issue a public reprimand in the Association's newsletter;
- 3) Suspend the member for a period of time; or
- 4) Expel the member from the Association

**Appeal.** Any member who has been the subject of a disciplinary action as related to a violation of the Code of Ethics has the right to appeal the disciplinary action within 30 days of the Association placing the notification of disciplinary action in the mail. After a written notice of an appeal is received at the Association's headquarters, the Association shall schedule a general membership meeting within 60 days from the receipt of the appeal notice and the Association shall properly post the meeting to the entire Association membership. To overturn the disciplinary action imposed by the Board of Directors of the Association, two-thirds of the eligible voters present at the properly posted general membership meeting must vote to overturn the disciplinary action.

In making this application, I agree to abide by the By-laws and Code of Ethics and by approved actions of the Board of Directors and the membership of the Racine Kenosha Builders Association, the Wisconsin Builders Association, and the National Association of Home Builders of the United States. I agree that my membership will be terminated by receipt of written notice, or for non-payment. I will pay all obligations owed to the Association which were accrued prior to the date of cancellation. In the event of termination of membership in this Association, I agree to immediately discontinue the use of its insignias in any form.

\_\_\_\_\_ I have attached my remittance of **\$620.00** representing dues in the Racine/Kenosha Builders Association, Wisconsin Builders Association, and the National Association of Home Builders, in accordance with the applicable provisions of the By-laws.

\_\_\_\_\_ I would like to charge this amount to my Credit Card

I understand that the failure to meet any financial obligations to the Association may jeopardize my Member in Good Standing Status.

I understand that this membership shall be effective as of the date of the signing of this application, subject to subsequent approval of the Board of Directors. It is further understood and agreed that the Association has the right to investigate applicants, including conducting a personal interview. The named applicant below hereby authorizes the Association to conduct such investigation of the applicant's activities, make certain inquiries, and obtain credit reports as may be necessary for its determination of the applicant's financial and technical ability to meet its obligations to subcontractors and suppliers. Applicant hereby directs all credit reporting agencies and/or financial institutions to make available to the Association and representatives any information in possession of such agencies.

By signing this data sheet, I am hereby giving the Association and its subsidiaries and affiliates, including the WBA and NAHB permission to transmit communications to my company and its staff using any company e-mail, telephone numbers, postal mailings, or facsimile numbers. The Association also has my permission to put contact information on the Association website and in the membership directory.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Membership Requirements

Thank you for your interest in joining our organization. The Racine/Kenosha Builders Association consists of two distinct membership classifications - the builder member and the associate member. Both are integral to the success of our association and the housing industry.

The following defines Builder Members and Associate Members. Please be prepared to provide the appropriate information with your completed application.

### Builder Member

Builder member shall be any individual, entity, or employee of a firm, (corporation, partnership, or limited liability company) who has been in the business of: (I) building or remodeling homes, apartments, schools, commercial, industrial, or other structures normally related and appurtenant to a community with three homes built and sold; or (II) land development within the jurisdiction of this Association.

### Annual Builder Membership Fee \$620.00

REQUIREMENTS: For Builder Members

- Three satisfactory Credit References (Banks, Major Suppliers, etc.)
- Three satisfactory Customer References.
- Disclose all financial partners in company.
- Applicant authorizes the Association to conduct inquiries and obtain credit reports as may be necessary for the Association's determination of the applicant's financial and technical ability to meet obligations to subcontractors and suppliers.
- Agree to utilize arbitration and mediation services when requested by a homeowner or another member.
- Agree to abide by the By-Laws, Code of Ethics, and approved actions of the Board of Directors.

Membership Dues Breakdown:

NAHB	\$182.00 annual
WBA	\$130.00 annual
BIC	\$ 30.00 annual
RKBA	\$278.00 annual
	<u>includes Misc Events</u>
<b>Total</b>	<b>\$620.00 annual</b>

### Associate Member

Associate member shall be any person, firm, corporation engaged in a trade, business, industry or profession related to the home building industry. The greater part of business activity should consist of the performance of work or labor and the furnishing of materials used in or about the erection, construction, repair of buildings or the financing of the buildings.

### Annual Associate Membership Fee \$620.00

REQUIREMENTS: For Associate Members

- Three satisfactory Credit References (Banks, Major Suppliers, etc.)
- Three satisfactory Customer References.
- Disclose all financial partners in company.
- Applicant authorizes the Association to conduct inquiries and obtain credit reports as may be necessary for its determination of the applicant's financial and technical ability to meet its obligations.
- Agree to utilize arbitration and mediation services when requested by a homeowner or another member.
- agree to abide by the By-Laws, Code of Ethics, and approved actions of the Board of Directors.