

# MEMBERSHIP APPLICATION

Thank you for your interest in joining our Association!  
Please return this completed application to the SIBA office.  
Feel free to call with any questions.



**Annual Membership Dues: \$618 - Make checks payable to SIBA**

*(Dues are 91.2% tax deductible as a business expense).*

**COMPANY NAME:** \_\_\_\_\_

**BUILDER MEMBER**

Builder membership shall be open to any individual, partnership or company that (a) is actively engaged in the construction or remodeling of housing units, apartments, or light commercial, and (b) land development projects, (c) has established a reputation for skill and integrity, and (d) promotes the purposes and objectives of the Association. Remodeling shall not be construed to include such services as roofing, siding, storm sash, floor refinishing, or other maintenance and refurbish type of service.

**ASSOCIATE MEMBER**

Associate membership shall be open to any individual, partnership or company that (a) is affiliated in any way with the home building industry, (b) has established a reputation for integrity, and (c) promotes the purposes and objectives of the Association.

**REQUIRED to submit for**

**BUILDER Membership:**

- Completed Membership Application
- SIBA Member Sponsor Letter
- Verification of Workers Comp Insurance or copy of Exemption Certificate
- Completed QABS Commitment Form
- Dues payment *(by check or credit card)*

**REQUIRED to submit for**

**ASSOCIATE Membership:**

- Completed Membership Application
- SIBA Member Sponsor Letter
- Verification of Workers Comp Insurance or copy of Exemption Certificate
- Dues payment *(by check or credit card)*

**ALL THE ABOVE REQUIREMENTS MUST BE COMPLETED AND RECEIVED  
AT THE SIBA OFFICE PRIOR TO CONSIDERATION FOR MEMBERSHIP.**

*The SIBA Board of Directors meets to approve memberships on the second Tuesday of each month. All membership application requirements must be submitted two business days prior to that meeting. The Quality Assurance Builders Standards (QABS) program is available to builder members only, and execution of the participation form is not binding until membership is approved by the board.*

**2175 N. Cullen Avenue ~ Evansville, Indiana 47715**

**Phone: (812) 479-6026 ~ Fax: (812) 479-6340**

**www.SIBAonline.org**



# NAHB BUSINESS CODES

## BUILDER MEMBERS

CODE	DESCRIPTIONS
A	Single Family Spec/Tract Building
B1	Single Family General Contracting
B2	Single Family Custom Building
C	Multifamily Building (Condo/Coop Units)
D	Multifamily Bldg/Ownership (Rental Units)
E	Multifamily General Contracting
F	Remodeling-Residential
G	Remodeling-Commercial
H	Commercial Building (Own account)
I	Commercial General Contracting
J	Land Developer
K	Manufacturing of Modular/Panelized/Log Homes

## ASSOCIATE MEMBERS

### CODE DESCRIPTIONS:

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, Advertising or Public Relations
S	Building Material Manufacturing
T	Property Management
U	Real Estate

### CODE DESCRIPTIONS: V = Retailers

V1	Appliances
V2	Building Materials/Lumber
V3	Floor Coverings
V4	Paint/Wall Coverings
V5	Other Retail Dealership (specify)

### CODE DESCRIPTIONS: W = Subcontractors

W1	Carpentry Work
W2	Electrical Work
W3	Masonry, Stone Work, Tile Setting
W4	Landscaping
W5	Plumbing, Heating and AC
W6	Roofing, Siding & Sheet Metal Work
W7	Painting & Paper Hanging
W8	Floor Laying & Other Floor Work
W9	Concrete Work
WA	Excavation Work
WC	Land Surveyor
WD	Security Systems
WZ	Other Contractors (specify)

### CODE DESCRIPTIONS: X = Wholesalers

X1	Appliances
X2	Building Materials
X3	Floor Coverings
X4	Paint/Wall Coverings
X5	Other Wholesaler Dealerships (specify)
Y	Utilities
Z	Other Associate (specify)

## FOR ALL MEMBERS:

### *Find Business Codes above to answer next 4 questions:*

Enter your company's most important business activity from the Business Codes above: \_\_\_\_\_

Enter your company's 2nd most important business activity from the Business Codes above: \_\_\_\_\_

Enter your company's 3rd most important business activity from the Business Codes above: \_\_\_\_\_

**Total number of employees :** \_\_\_\_\_

# NAHB CODE OF ETHICS

Members of the National Association Home Builders and therefore the Southwestertern Indiana Builders Associaiton affirm that:

**H**ome ownership should be within reach of every American family. That these homes provide the best value possible, and be built with high standards of safety, quality material, sanitation and livability. Furthermore, that every home be backed by builder service and integrity.

As part of our responsibly to the home buyer our communityand country, NAHB members pledge allegiance to the following principles and policies.

**H**onesty 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 fairness.

**W**e will work toward establishing a balance between legitimate environmental concerns and the need to develop and construct new housing. This will include the conservation of land and energy through consideration of natural environment as a intrinsic element in housing design.

**T**o 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.

**F**inally, because we hold inviolate the free enterprise system and American way of life, we pledge our support to our associates, our local, state and national associations, and all 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 National Association of Home Builders.

COMPANY NAME: \_\_\_\_\_

**FOR ASSOCIATE MEMBERS ONLY:** (Check all that apply)

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Accounting & Audit Services          | <input type="checkbox"/> Equipment Rental & Sales         | <input type="checkbox"/> Sand, Gravel & Limestone   |
| <input type="checkbox"/> Advertising                          | <input type="checkbox"/> Erosion Control                  | <input type="checkbox"/> Security Systems           |
| <input type="checkbox"/> Answering Services                   | <input type="checkbox"/> Excavating                       | <input type="checkbox"/> Septic Systems             |
| <input type="checkbox"/> Appliances                           | <input type="checkbox"/> Fencing/Railing                  | <input type="checkbox"/> Sewer & Utility Supplies   |
| <input type="checkbox"/> Appraisal Services                   | <input type="checkbox"/> Financial Services               | <input type="checkbox"/> Siding Contractors         |
| <input type="checkbox"/> Architectural & Drafting Services    | <input type="checkbox"/> Fire Proofing                    | <input type="checkbox"/> Siding Suppliers           |
| <input type="checkbox"/> Attorney/Legal Services              | <input type="checkbox"/> Fireplaces & Patio Supplies      | <input type="checkbox"/> Sign Services              |
| <input type="checkbox"/> Audio/Video Equipment                | <input type="checkbox"/> Floorcoverings                   | <input type="checkbox"/> Sod                        |
| <input type="checkbox"/> Autos, Trucks & Trailers             | <input type="checkbox"/> Floorcovering/Tile Contractors   | <input type="checkbox"/> Stained Glass              |
| <input type="checkbox"/> Banquet, Conference & Hotel Services | <input type="checkbox"/> Floral Design/Gift Shop          | <input type="checkbox"/> Steel Beams & Posts        |
| <input type="checkbox"/> Bath Accessories                     | <input type="checkbox"/> Foundation Repair                | <input type="checkbox"/> Stone                      |
| <input type="checkbox"/> Bathtubs & Wall Liners               | <input type="checkbox"/> Furniture/Home Décor             | <input type="checkbox"/> Street Sweeping            |
| <input type="checkbox"/> Blinds & Window Treatments           | <input type="checkbox"/> Garage Doors & Openers           | <input type="checkbox"/> Sunrooms                   |
| <input type="checkbox"/> Bookkeeping Services & Payroll       | <input type="checkbox"/> Glass Block                      | <input type="checkbox"/> Swimming Pools             |
| <input type="checkbox"/> Brick/Block Contractors              | <input type="checkbox"/> Gutter Installers                | <input type="checkbox"/> Tax Preparation            |
| <input type="checkbox"/> Brick/Block Suppliers                | <input type="checkbox"/> Gutter Suppliers                 | <input type="checkbox"/> Termite & Pest Control     |
| <input type="checkbox"/> Building Materials                   | <input type="checkbox"/> Home Inspectors                  | <input type="checkbox"/> Tire Sales/Auto Service    |
| <input type="checkbox"/> Business Consulting                  | <input type="checkbox"/> Home Warranty                    | <input type="checkbox"/> Title Services             |
| <input type="checkbox"/> Business Forms/Printing Services     | <input type="checkbox"/> HVAC Contractors                 | <input type="checkbox"/> Tree Services              |
| <input type="checkbox"/> Cabinets & Counters                  | <input type="checkbox"/> HVAC Suppliers                   | <input type="checkbox"/> Trusses                    |
| <input type="checkbox"/> Cable & Internet Services            | <input type="checkbox"/> Insulated Concrete Forms         | <input type="checkbox"/> Utilities                  |
| <input type="checkbox"/> Carpenter/Frame                      | <input type="checkbox"/> Insulation                       | <input type="checkbox"/> Wall Coverings             |
| <input type="checkbox"/> Carpenter/Finish                     | <input type="checkbox"/> Insurance                        | <input type="checkbox"/> Waste Removal/Recycling    |
| <input type="checkbox"/> Central Vacuums                      | <input type="checkbox"/> Interior Design                  | <input type="checkbox"/> Water Softening Treatments |
| <input type="checkbox"/> Chiropractic Services                | <input type="checkbox"/> Irrigation                       | <input type="checkbox"/> Waterproofing              |
| <input type="checkbox"/> Cleaning Services                    | <input type="checkbox"/> Landscape Services & Contractors | <input type="checkbox"/> Website Design & Hosting   |
| <input type="checkbox"/> Communication Services               | <input type="checkbox"/> Lighting                         | <input type="checkbox"/> Windows & Doors            |
| <input type="checkbox"/> Computer Products & Services         | <input type="checkbox"/> Lumber Dealers                   | <input type="checkbox"/> Wood Trim                  |
| <input type="checkbox"/> Concrete & Asphalt Contractors       | <input type="checkbox"/> Mirrors                          | <input type="checkbox"/> Wood Trim/Custom Milled    |
| <input type="checkbox"/> Concrete & Asphalt Suppliers         | <input type="checkbox"/> Office Supplies                  |   |
| <input type="checkbox"/> Crane Service                        | <input type="checkbox"/> Paint Contractors                |   |
| <input type="checkbox"/> Decks                                | <input type="checkbox"/> Paint Suppliers                  |   |
| <input type="checkbox"/> Door Hardware & Locks                | <input type="checkbox"/> Plumbing Contractors             |   |
| <input type="checkbox"/> Drywall Contractors                  | <input type="checkbox"/> Plumbing Suppliers               |   |
| <input type="checkbox"/> Drywall Suppliers                    | <input type="checkbox"/> Property Management              |   |
| <input type="checkbox"/> Duct Cleaning                        | <input type="checkbox"/> Real Estate Services             |   |
| <input type="checkbox"/> EIFS Systems                         | <input type="checkbox"/> Recreation Equipment             |   |
| <input type="checkbox"/> Electrical Contractors               | <input type="checkbox"/> Roofing Contractors              |   |
| <input type="checkbox"/> Electrical Suppliers                 | <input type="checkbox"/> Roofing Suppliers                |   |
| <input type="checkbox"/> Engineers & Surveyors                | <input type="checkbox"/> Salon/Day Spa                    |   |

**IF DIFFERENT THAN PRIMARY CONTACT:**

BILLING Contact Person: \_\_\_\_\_ BILLING Email: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

***I have read and agree to abide by the By-Laws of the Association to which this membership application is directed. A remittance of \$583.00 representing my annual membership dues in the affiliated Association accompanies this application.***

Check #: \_\_\_\_\_ **X** \_\_\_\_\_

OR

Visa or MasterCard accepted:

Card #: \_\_\_\_\_ Exp: \_\_\_\_\_ Name on Card: \_\_\_\_\_

**PLEASE HAVE SPONSOR COMPLETE  
& FAX BACK TO SIBA @ 812-479-6340**



## **SIBA MEMBER SPONSOR LETTER**

**DATE:** \_\_\_\_\_

**TO:** SIBA BOARD OF DIRECTORS

**FROM:** \_\_\_\_\_, *Sponsor*

Dear Board of Directors:

As a member in good standing, I hereby recommend:

(Company Name) \_\_\_\_\_

for membership in the Southwestern Indiana Builders Association.

I believe this applicant will be an asset to the association and a member in good standing.

Other Comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Sincerely,

\_\_\_\_\_  
SIBA Member Signature

\_\_\_\_\_  
Company

**BUILDER MEMBERS ONLY:**

# QUALITY ASSURANCE BUILDER STANDARDS COMMITMENT FORM

As a commitment to membership in the Southwestern Indiana Builders Association, every builder, remodeler and interim builder member (hereinafter referred to as “member”) shall sign and agree to the following conditions:

1. The Indiana Quality Assurance Standards manual must be provided to every customer at the time of contract signing for each new construction and/or remodeling project undertaken by the member.
2. All contracts must include language incorporating the Standards as a part of each new construction and/or remodeling project undertaken by the member. (Recommended contract language included in attached 1a and 1b)
3. A third party dispute resolution mechanism, selected by the member to handle disputes arising from the Standards shall be part of all contracts for construction and/or remodeling projects undertaken by the member.
4. The member understands that non-compliance with these commitments unresolved dispute resolutions, or a large number of complaints against the member may require that the member address the Indiana Quality Assurance Builder Standards Review Committee of the Association. The Committee may recommend that the Board of Directors impose sanctions on the member. Those potential sanctions may include, but are not limited to eliminating membership privileges and/or expulsion from the Association.
5. Notwithstanding the above Section 1, with respect to remodeling projects, to the extent practical for the given scope of a remodeling project, the member shall provide a complete Quality Assurance Builder Standards manual (hereinafter referred to as “manual”) to each customer and include the Standards into the contract for the project. If, due to the limited scope of the remodeling project, the member deems it not practical to provide a manual to the customer and/or not include the Standards in the contract, the member understands that they do so at their own risk and will hold the Association harmless from any legal action taken against the member.
6. Notwithstanding the above Section 5, with respect to remodeling projects, the member shall comply with all Standards applicable to the project, regardless of having given the customer a manual and/or included in the Standards into the contract for the project. In addition, member agrees to provide a manual to any customer requesting one regardless of the extent or nature of the project.

Finally, with respect to remodeling projects, it is understood that the decision to not provide a manual to their customer will not necessarily be the basis by which a complaint and determination regarding adherence to the Standards’ commitment will be reviewed. A review of member’s membership in accordance with the Standards’ commitment will predominantly be based on that member’s adherence to the Standards.

**I have read and understand, and agree to the above described commitment, including all exhibits as a part of my membership in the Southwestern Indiana Builders Association. This commitment is valid until written notification is given by either party to cancel my membership.**

\_\_\_\_\_  
Signature – Authorized Representative of Member Firm

\_\_\_\_\_  
Title Authorized Representative of Member Firm

\_\_\_\_\_  
Company

\_\_\_\_\_  
Date

