



**HOME BUILDERS ASSOCIATION OF F-M  
MEMBERSHIP APPLICATION**



“ The Home Builders Association of Fargo-Moorhead promotes an environment in which members and their businesses can prosper. ”

Through participation in the Association, members can enhance their business opportunities and gain a competitive edge by staying exposed to the most current information and issues. Being involved in Association activities is the key to getting the most from membership.

Dating back to 1956, the HBA of F-M provides an environment for industry professionals to prosper through support in seven areas: advocacy, benefits & connections, education, information, marketing & workforce.

## ADVOCACY

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The HBA of F-M advocates to change, defeat or adopt laws and ordinances that are favorable to the building industry and keep housing affordable.

We maintain relationships with elected officials and host forums for members to interact with local leaders. In 2016, we worked with a coalition of Business Leaders to help pass the November vote to extend city and county sales taxes to fund the Fargo-Moorhead Area Diversion.

## EDUCATION

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The HBA of F-M offers education opportunities to members at discounted rates and encompassing special designation education.

We offer four areas of education: continuing education required by law, issues-related education, other education to foster professionalism, and promotion of National Association of Home Builders and North Dakota Association of Builders designations.

## MARKETING

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The HBA of F-M allows members to market their services to the public and to others within the building industry through events and publications.

We publish a monthly members-only publication, The Plains Builder, a bi-monthly public affairs and data report, Permits Plus, and a yearly Directory & Consumer Guide.

We hold consumer events each year, like the Home & Garden Show and Parade of Homes.

## BENEFITS & CONNECTIONS

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The HBA of F-M offers benefits to members through financial savings, health and wellness and legal issues. We allow peers to connect in a non-competitive setting, share information and create relationships.

We hold five member meetings a year and have over seven committees for members to join.

We offer opportunities to participate in the HBA health plan if accepted. (Contact the Membership & Marketing Coordinator to see if you qualify).

## INFORMATION

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The HBA of F-M sends important industry-related information to members through emails, postcards and social media.

We distribute monthly building permit report for Fargo, Moorhead, West-Fargo, Dilworth and surrounding areas.

We send out weekly emails updating members on important issues and happenings in the Association.

## WORKFORCE

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The HBA of F-M promotes the industry to youth to inspire growth and maintain interest in the industry workforce.

We help organize the Herdina Academy for the Construction trades, an annual hands-on two-week workshop, for high school students to learn about the building industry.

We post job listings and attend career expos on behalf of members.

Please complete this application. Dues payment of \$585 must be received with the application (payable to Home Builders Association of F-M). **Note:** Certificate of insurance for workers compensation and general liability must be attached. Please send complete application to sami@hbafm.com or The Home Builders Association of Fargo-Moorhead, 1802 32nd Ave. S. Fargo, ND 58103.

## GENERAL COMPANY INFORMATION

\_\_\_\_\_  
Company (Must be legal name. HBA bylaws allow one company per membership.)

\_\_\_\_\_  
Primary Contact

\_\_\_\_\_  
Job Title

\_\_\_\_\_  
Physical Address (Required. Street, City, State & Zip)

\_\_\_\_\_  
Mailing Address (If different from above. P.O. Box/Street, City, State & Zip)

\_\_\_\_\_  
County

### PREFERRED METHOD OF CONTACT

Email     Mail

\_\_\_\_\_  
Email\*

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Cell Phone

\_\_\_\_\_  
Website

Contractors or Trade License Number

\_\_\_\_\_  
ND

\_\_\_\_\_  
MN

\_\_\_\_\_  
Birth Date (Demographic Purposes Only)    \_\_\_/\_\_\_/\_\_\_

## HBA REFERENCES (CURRENT HBA MEMBERS)

(two references are required for membership application to be considered)

### Reference 1/Sponsor

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

\_\_\_\_\_  
Contact Name

\_\_\_\_\_  
City/State

\_\_\_\_\_  
Phone

### Reference 2

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

\_\_\_\_\_  
Contact Name

\_\_\_\_\_  
City/State

\_\_\_\_\_  
Phone

\_\_\_\_\_  
\*(initial) I understand that by providing the email address above and initialing this form, on behalf of my company/organization specified, I consent to receive emails sent by or on behalf of the Home Builders Association of Fargo-Moorhead, North Dakota Association of Builders and National Association of Home Builders. I further represent that I am authorized to give this consent on behalf of my company/organization.

## BUSINESS TIES

List all individuals actively involved in the financial and contractual management of the company who are able to bind the company legally (attach additional pages if necessary).

Name & Title \_\_\_\_\_

Name & Title \_\_\_\_\_

Name & Title \_\_\_\_\_

Do any of the persons listed have any unsatisfied or undischarged civil judgements against him/her related to business activities?

Yes     No    \*If yes, please attach an explanation to this application.

In the last ten years, have any of the persons listed above been convicted of a crime related to or against members of the building industry or which evidences a lack of moral character or business honesty?

Yes     No    \*If yes, please attach an explanation to this application.

\*This does not necessarily disqualify you for membership with the HBA of F-M.

# COMPANY EMPLOYEE INFORMATION

(Please list additional employees and their contact information to become Affiliate members (additional \$50). Affiliate members are listed separately in the Directory and Consumer Guide under your business, receive the same communication as Primary Contacts and are eligible to take advantage of local, state and national discounts.

Name _____	Name _____
Title _____	Title _____
Email _____	Email _____
Phone _____	Phone _____

## Company Data

Please list the number of employees your company employs. This data is for informational purposes and helps the HBA better serve your employment needs.

Years in Business \_\_\_\_\_

Full-time employees \_\_\_\_\_

Part-time employees \_\_\_\_\_

Seasonal employees \_\_\_\_\_

Sign up this employee as an affiliate member (\$50)

Sign up this employee as an affiliate member (\$50)

Send me more information about Affiliate membership.

## CANDIDATE QUESTIONS

What is your business' role in the homebuilding industry?

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What is your purpose for joining the HBA?

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What do you plan on doing to give back to your industry and contribute to the HBA of F-M (activities, interests)?

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What would you like to see your association do to meet your expectations?

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## GET INVOLVED

Get to know members by joining a committee. Please indicate the committee(s) you want to join or learn more about.

### Education (first Thursday, 8 a.m.)

Develops education programs for the Association. It provides an abundance of choices to fulfill continuing education credits required by Minnesota for builder licensing. The committee's purpose is to assist the development, professionalism and profitability of HBA members and the industry.

Learn About  Join

### Events (second Friday, 8:15 a.m.)

This committee handles programming and entertainment for the five Association Member Meetings and coordinates the two annual HBA Golf Outings. Its purpose is to provide creative ideas, and support for coordination, as well as logistics, during each of these events.

Learn About  Join

### Home & Garden Show (third Thursday, 2:30 p.m.)

This committee is responsible for handling programming and sales for the Red River Valley Home & Garden Show. It is comprised of member exhibitors and is designed to assist in coordinating all aspects of the show as well as keeping it fresh for consumers and exhibitors.

Learn About  Join

### Membership (second Monday, noon)

This committee looks for new and creative ways to recruit new members and develops programs to remind members of the value of membership. It explores reasons why members join and leave, is responsible for contacting all members and also reviews the National Association of Home Builders membership status report on a monthly basis.

Learn About  Join

### Parade of Homes (third Monday, 3:30 p.m.)

A "Parade of Homes" is designed to promote HBA Builder members to consumers. It serves to boost home sales and raises the level of recognition for Builder members. This committee is responsible for all aspects of coordinating and promoting the Spring and Fall Parades.

Learn About  Join

### Public Issues (first Tuesday, 11:30 a.m.)

The Public Issues Committee prioritizes the issues the HBA of F-M stays most involved with. This committee meets to discuss and take action on local and statewide issues that affect the building industry.

Learn About  Join

### Remodelers Council (\$70) (third Thursday every other month, 8 a.m.)

Represents the remodeling industry in the local HBA of F-M through national Remodelers membership. It has its own dues and community service projects and is the committee behind planning the Remodeled Home Tour.

Learn About  Join

### Workforce Development (meets when needed)

This committee represents the industry in its need for workforce. Its intent is to come up with unique ways to promote the industry to students and the public.

Learn About  Join

# MEMBER CLASSIFICATION

Based on monthly permit reports, the HBA may elect to change your membership category.

- Builder Member** (If you take out mostly residential building permits.)       **Associate Member** (If you do not take out building permits.)

\* Please choose a classification for your company based on the list below. (If you choose more than one classification you will be charged \$40 per listing, when we print the new HBA Membership Directory and Consumer's Guide in the Fall and will be billed separately).

## HBA OF F-M MEMBERSHIP DIRECTORY BUSINESS CATEGORIES

Abstracting & Titles	Fencing	Painting & Staining
Accountants	a) Contractor b) Supplier	a) Contractor b) Supplier
Advertising, Signage & Media	Financial Services	Paving
Appliances	Fire & Water Damage Restoration	Plumbing
Appraisers	Fire Protection	a) Contractor b) Supplier
Architects, Planners & Drafters	Fireplaces	Pools & Spas
Attorneys	a) Contractor b) Manufacturer	Printing
Automotive & Equipment Leasing	c) Supplier	Propane
Basement Repairs & Waterproofing	Fixtures & Faucets	Property Management
Bath & Kitchen	Floor Heating	Railings
a) Contractor b) Supplier	Flooring	Real Estate & Sales
Builder - Commercial	a) Contractor b) Supplier	Remodeler - Commercial
Builder - Custom Homes	Furnishings & Decorations	Remodeler - General
Builder - General	Garage Doors	Remodeler - Residential
Builder - Log & Lake Homes	a) Contractor b) Supplier	Rental & Lease
Builder - Multi-Family	Garage Enhancements	Repair & Services
Builder - Other	a) Contractor b) Supplier	Roofing
Builder - Residential	Geo-Thermal Heating	a) Contractor b) Supplier
Building Supplies	Glass & Mirrors	Sand & Gravel
Cabinetry & Woodworking	a) Contractor b) Supplier	a) Contractor b) Supplier
a) Contractor b) Supplier	Governmental & Legislative Agencies	Security
Carpentry	Green Building & Energy Auditors	Sewer & Water
a) Finisher b) Framer c) Restoration	Gutters	Sheet Metal
Caulking	Hardware & Tools	a) Contractor b) Supplier
Central Vacuums	Health & Medical	Siding
Cleaning Services	Heating & Air Conditioning	a) Contractor b) Manufacturer
Closets, Shelving & Storage	a) Contractor b) Supplier	c) Supplier
Communications	Hotels & Convention Centers	Snow Removal
Computers	Industry Related Support & Services	Sprinkler Systems - Lawn
Concrete & Cement	Inspection	Staging
a) Break, Cut, Saw b) Contractor	Insulated Concrete Forms	Storage & Moving
c) Decorative d) Supplier	a) Contractor b) Supplier	Sunrooms
Consultants	Insulation & Energy	Surveyors
Counter Tops	a) Contractor b) Supplier	Tile
Decks	Insurance	a) Contractor b) Supplier
Developers	Interior Design & Decorating	Transportation
Doors & Millwork	Landscaping	Tree Services
a) Contractor b) Supplier	a) Contractor b) Supplier	Truss & Component Manufacturing
Drywall, Plaster & Stucco	Lawn & Garden Care	Utilities
a) Contractor b) Supplier	a) Contractor b) Supplier	Ventilation Systems
Electrical	Lighting	Water Equipment
a) Contractor b) Supplier	a) Contractor b) Supplier	Well Drilling
Electronics	Lumber Yard	Window Treatments
Employment & Temporary Services	Masonry, Brick, Glass Block & Stone	Windows
Engineering	a) Contractor b) Supplier	a) Manufacturer
Entertainment & Recreation	Metal Buildings	
Erosion Control Products	Office Equipment & Supplies	
Excavating	Other Services	

# SIGNATURE

By signing below you are accepting the Authority Statement, Bylaws and Code of Ethics of the Home Builders Association of Fargo-Moorhead, the North Dakota Association of Builders and the National Association of Home Builders and agreeing to the authorization of the payment of \$585 for annual dues. Please read the Authority Statement below before signing.

## AUTHORITY STATEMENT

The following is information to consider before becoming an HBA member. Please read carefully.

Home Builders Association of Fargo-Moorhead has reserved to itself the sole and absolute right to determine qualification for membership, and to change the criteria from time to time, and at any time, and in any circumstance; and granted to its Board of Directors sole and unequivocal authority and discretion to evaluate applicants and to determine if an applicant qualifies for membership. Under certain circumstances, the Board may consider a second, amended application, request for personal appearance, or additional references, but the Board's decision on an application for membership is final.

Membership is not guaranteed. Applicants are entitled to the HBA of F-M benefits programs only upon approval of membership. The membership approval process may take up to 60 days.

The National Association of Home Builders designates the territory for all local HBA's. Therefore, the HBA of F-M actively recruits membership in the following areas: Barnes, Cass, Dickey, LaMoure, Ransom, Richland, Sargent and Traill counties in North Dakota, or Clay County in Minnesota. Members of the HBA of F-M who are employers may be eligible for the health coverage under the Fargo-Moorhead Home Builders Health Plan and Trust, provided they are located in the counties listed above plus Foster, Griggs, or Stutsman counties in North Dakota and Norman or Wilkin counties in Minnesota.

2017 dues payments to the Home Builders Association of Fargo-Moorhead are not deductible as charitable contributions for federal income tax purposes. However, dues payments may be deductible as an ordinary and necessary business expenses, subject to an exclusion for lobbying activity. Since a portion of your member dues is used for lobbying by NAHB, NDAB and HBA of F-M, the following portion is not deductible for income tax purposes for; Builder & Associate members: 16.1% of the total dues or \$94.18, Remodelers Council Members: 15.2% of the total dues or \$10.64 and Affiliate members: 15.78% of the total dues or \$7.89.

- I agree to abide by the Bylaws and Code of Ethics of the Home Builders Association of Fargo-Moorhead, the North Dakota Association of Builders and the National Association of Home Builders. I have enclosed my first year's dues.

\_\_\_\_\_  
Applicants Signature

\_\_\_\_\_  
Date

## PAYMENT

Builder/Associate membership dues are \$585. Affiliate membership dues are \$50 each. Remodelers Council dues are \$70. If you choose additional categories, do not add them to your total. You will be billed for these in the fall when the directory goes to print. Total Due: \_\_\_\_\_

Visa  Mastercard  Discover  AMEX

CC #: \_\_\_\_\_ CRV #: \_\_\_\_\_

Exp. Date: \_\_\_\_/\_\_\_\_ (MM/YY)

Name on Credit Card: \_\_\_\_\_

Credit Card Billing Address: \_\_\_\_\_

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

Check #: \_\_\_\_\_

