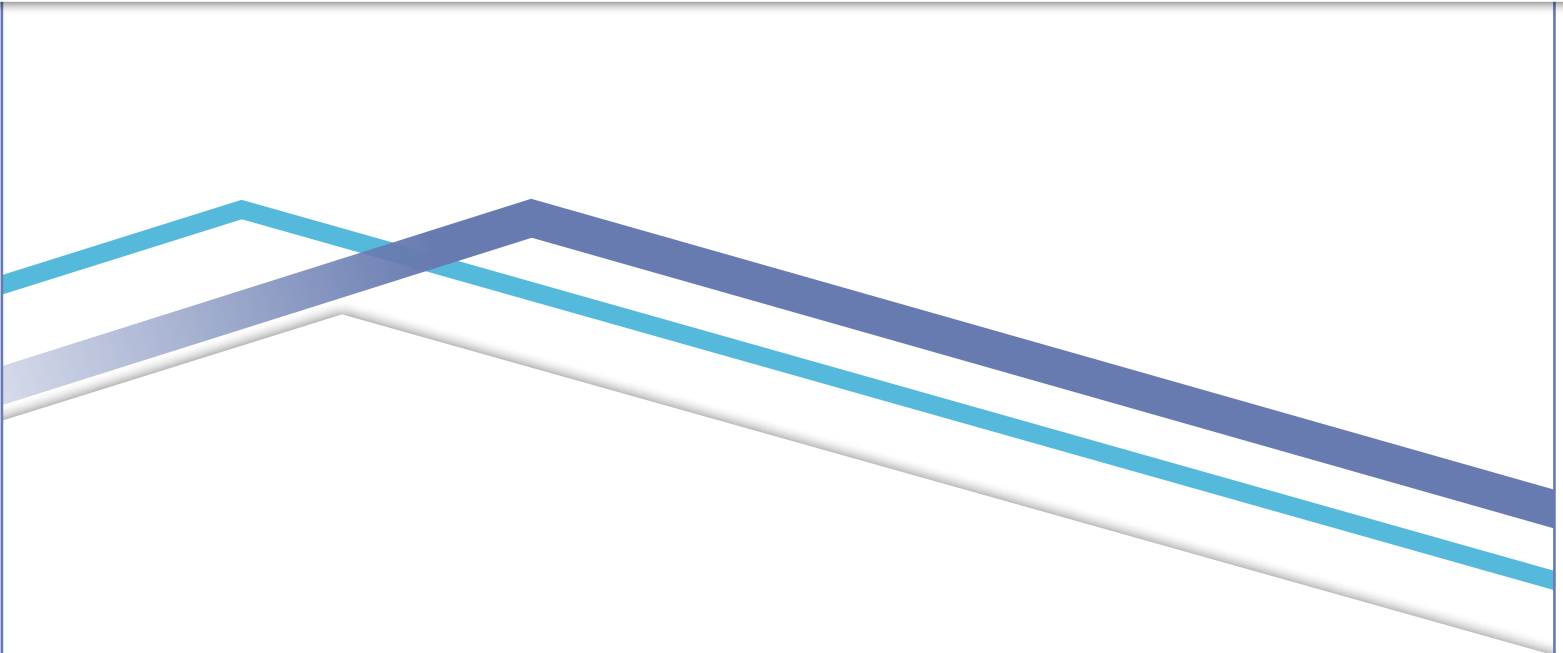




The Springfield Area Home Builders Association

Membership Packet



2019 Board of Directors

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Prairie Insulation

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Safeguard General Contracting

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Officer & State Association

Vice President

Jason Easton

Windsor Homes

Officer & National Director

Todd Dudley

D&S Builders

Executive Director

Lee-Ann Burgener

Welcome,

I would like to thank you for joining the Springfield Area Home Builders Association. Your membership will provide you with many benefits and a multitude of valuable information on the home building industry. In order to get the most out of your membership, we encourage you to get involved with our events, committees and educational courses and seminars.

Your membership also offers valuable networking and educational opportunities. We are your “go-to” resource for anything in the home building industry and hope you utilize everything we have to offer!

Your membership in the Springfield Area Home Builders Association will not only provide you with local information and opportunities, but state and national happenings related to the home building industry as well. We hope you take advantage of all your membership has to offer! If you ever have any questions or concerns, please do not hesitate to contact me at 217-698-4941 or email me at leeann@springfieldareahba.com.

Sincerely,

Lee-Ann Burgener
Executive Officer

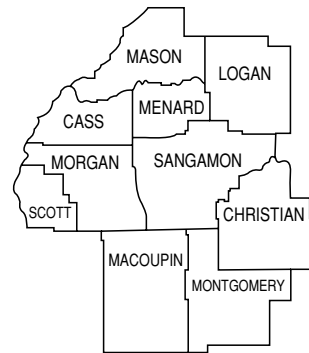
MEMBERSHIP

Mission Statement

The Springfield Area Home Builders Association is a not-for-profit professional trade association representing and promoting its members and its various programs while addressing the interests, needs and professional growth of the home building industry and its communities.

About

The Springfield Area Home Builders Association (SAHBA) was established in 1952 and is affiliated with the Home Builders Association of Illinois and the National Association of Home Builders. The SAHBA encompasses the following Illinois counties: Sangamon, Christian, Montgomery, Macoupin, Scott, Morgan, Cass, Menard, Mason and Logan. The association strives to be a prime source of consumer information on housing and education for our communities by promoting and encouraging active involvement of the total membership. The SAHBA does this by providing programs, services and activities not only for members, but the community as well. Examples include scholarships, project assistance, seminars and training courses.



Supporting the home building industry's efforts to enhance the economic growth and quality of life in our communities is another major goal of The Springfield Area Home Builders Association. The SAHBA does this by promoting high standards of professionalism and service within the home building industry through the Quality Assurance Standards Program and continuing education programs. Promoting political involvement and awareness is another way the association strives to enhance professional growth of the home building industry and its communities.



Tri-Membership

Springfield Area Home Builders Association

National Association of Home Builders • Home Builders Association of Illinois

For nearly 70 years, consistency has been an essential part of the federation's approach to building lasting communities locally, regionally, and nationally. And of course, it's how we elevate the importance of housing in the media. Therefore, as a member of the Springfield Area Home Builders Association, you also gain membership to the Home Builders Association of Illinois (HBAI) and the National Association of Home Builders (NAHB).

Together the 3-in-1 membership provides critical connections and capabilities that add reliable value to every membership level:

Local - SAHBA

Local membership benefits range from business-building resources to money-saving discounts to an effective grassroots network that shapes the views of our elected officials and law-makers. Whether you aim to improve the functional management of your business, develop your professional reputation or add your voice to the members – membership provides you access to these opportunities and more. Visit www.springfieldareahba.com for more information and resources.

State - HBAI

HBAI unites members statewide to create lasting communities and sustainable revenues. The association works to keep legislation and regulatory action favorable to the Illinois housing industry--and especially to how it affects members' bottom lines. In addition, HBAI keeps you informed, connected, and aligned with ongoing certification and affinity programs, the annual Lobby Day, and opportunities to serve on the board or in other capacities. Visit www.hbai.org for more information and resources.

National - NAHB

NAHB works primarily with lawmakers on Capitol Hill to craft regulatory and legislative policies that are fair to our industry, and keeps members informed on what to expect and how best to respond to the circumstances. NAHB leverages the power of members in local associations across the country, more than 140,000, to effectively lobby on our behalf. Visit www.nahb.org for more information and resources.

Local.State.National. Your 3-in-1 membership is the ultimate building resource.



Did you know that a portion of your dues are tax deductible?

That's right! The portion of your dues that is not used towards lobbying efforts is tax deductible!

In 1993, the U.S. Congress enacted the Omnibus Budget Reconciliation Act that contained provisions affecting trade associations. The Act provided that taxpayers will no longer be able to deduct from their federal income taxes any portion of the association dues attributable to that association's "lobbying activities" as an ordinary and necessary cost of doing business.

Dues payments to SAHBA are not deductible as charitable contributions for federal income tax purposes. However, dues payments may be deductible as ordinary and necessary business expense, subject to an exclusion for lobbying activities. Because a portion of your dues is used for lobbying by NAHB and HBAI, 20% of national dues and 11.77% of state dues, or \$62.55 of Builder and Associate dues and \$9.47 of Affiliate dues is not deductible for income tax purposes. Please see your tax advisor.



NAHB & HBAI Website Resources

National

The National Association of Home Builders' website describes what the association is all about, as well as the important key aspects they focus on. It is here that one can find everything they need to know when it comes to making big decisions in the home building industry. Topics discussed on NAHB's site are endless; a few examples being housing topics, policies and data, as well as, community information, education, events and tools. NAHB even provides you with a directory of recommended specialists in specified areas of trade. NAHB's website is where unlimited nationwide home building industry information can be found.

Illinois

The Home Builders Association of Illinois website keeps you informed, connected and aligned with the best the state has to offer - including ongoing certification and affinity programs, their annual Lobby Day and opportunities to serve on their board or in other capacities. It also provides you with a directory of professionals, along with preexisting members of the association. It is here where you can find member events, benefits, educational opportunities and industry standards. Changes in the industry are also posted. HBAI's website is where home building industry information can be found for the state of Illinois.



NAHB E-Newsletter

The National Association of Home Builders (NAHB) produces a variety of e-newsletters that focus on specific areas of interest to home builders, associates, the public, and even the press. These e-newsletters provide a multitude of valuable information on diverse subjects within the home building industry. Examples include the economy, member advantage, 50+ housing, and many more.

The NAHB e-newsletters are published mainly for members; however, “Eye on the Economy” and System-Built Advantage” are available to anyone who wishes to subscribe. “Eye on the Economy” is a compilation of NAHB’s economic blog posts and is published bi-weekly. “System-Built Advantage” focuses on the concrete, log, panelized and modular home industries and is published bi-monthly.

Other e-newsletters include:

- Business of Building eSource
- HCG Affordable Housing Monitor
- NSMC eNews
- NAHB Remodelers Local Council Update

A full list of NAHB’s e-newsletters can be accessed at:

<https://www.nahb.org/news-and-publications/publications/enewsletters.aspx>



Spike Credits - Member Recruiting

Growing Our Strength through Member Recruitment, Retention and Involvement

Member-to-member recruitment and retention efforts are the largest source of growth for the Springfield Area Home Builders Association. Recruitment not only increases our general membership base, but also enhances our leadership pipeline, which keeps the face of our association true to our industry and the scope of interests we represent. The Spike Credits were established to reward these key members who strengthen our association with recruitment efforts.

How do I earn Spike credits?

Members earn one credit for each new member they sponsor. When that member renews after his or her first year of membership, the sponsoring member automatically gets one renewal credit. Every year the member renews thereafter, the sponsoring member will receive a ½ renewal credit. Spikes receive a ½ credit for recruitment and a ½ credit for the renewal of affiliate members.

Recruiting Tips

- **Know the Benefits** – Have a solid understanding of the benefits of membership on the local, state, and national level, so you can educate and answer any questions.
- **Check Out the Calendar** – Check out the schedule of events for opportunities to invite prospects. Make sure to introduce them to fellow members to learn about a range of opportunities through the association.
- **Respect the Prospect's Timeline** – Consider introducing yourself with a letter and following up by phone to schedule an appointment.
- **Share Your Own, Genuine Experiences**

Spike Candidate

6 Credits

Super Spike

200 Credits

Blue Spike

25 Credits

Statesman

500 Credits

Green Spike

50 Credits

Grand Spike

1000 Credits

Red Spike

100 Credits

All-Time Big Spike

1500+ Credits

COMMITTEES

COMMITTEE DESCRIPTION

EDUCATION/DESIGNATION: The designation committee has several great courses planned for this fall. These courses earn credits towards the designations of CAPS, CGA, CGB, CGR and GMB. The education committee selects a Student of the Year for scholarship programs to help promote higher education. They also coordinate the SAHBA Foundation and the Student Chapter.

HOME EXPO: This is the biggest event of the year for SAHBA. Members set-up booths to show/demonstrate their products. The Expo reaches about 4,000 consumers each year and is continuing to grow.

GOLF: This committee gets to plan the golf outing for the members. It is a great way to get your name out there and bring some creativity to the course. This committee and event helps keep the SAHBA alive.

GOVERNMENTAL AFFAIRS: This committee works to keep an eye on what is happening in the political arena. They deal with local, state and national issues to keep everyone aware of what is coming up. They lobby in the best interest of the building community in Central Illinois while keeping all sides talking about the issues. They also meet quarterly with local building officials. The dedication of this committee provides for the good of our industry.

MEMBERSHIP: Membership is the most important aspect of this association and we are working on ideas to strengthen our membership. Recruitment and retention are vital and this committee strives to build our membership.

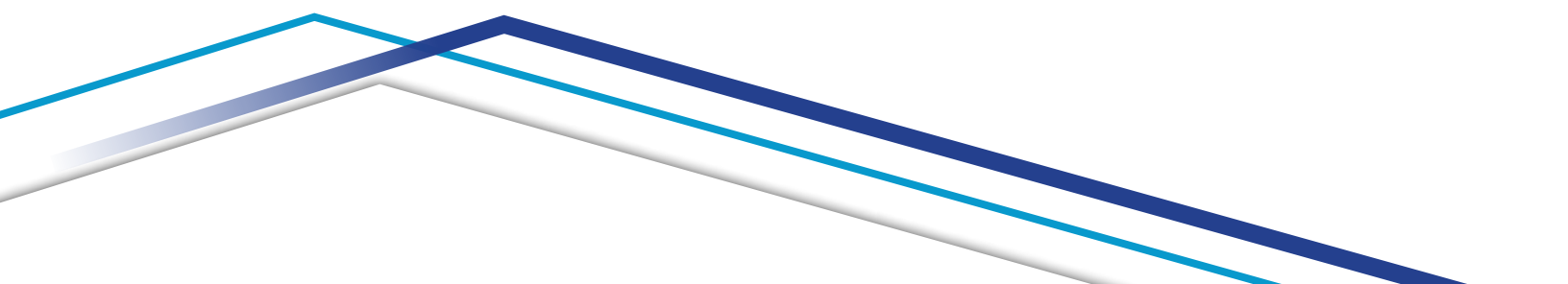
PR/MARKETING: Marketing can have a tremendous impact on the success of an event, and therefore, the association. PR/Marketing works with local media to promote the association and its events. This committee also works to track activity and keep the website updated and user-friendly for the 1,100+ monthly visits.

SPORT CLAY SHOOT: The Sport Clay Shoot is a fundraiser for the Robert E. von Behren Scholarship Program. The committee has established levels of sponsorship and are actively working on new games to provide fun for all.

QUALITY ASSURANCE: The QA Committee works to promote the image of the industry. They plan Builder/Remodeler Only meetings which offer valuable information and networking. The association also offers the Illinois Quality Assurance Standards.

SOCIAL: This committee plans various social events, such as General Membership Meetings, the Installation Banquet, and the annual SAHBA Trivia Night.

PAC: The PAC committee works directly with elected officials to further the home building industry.



JOIN US ON ONE OF THE SAHBA COMMITTEES

Become an active member in your Association. Help make a difference and show us what you've got!

WHAT DO YOU GET?

CONTACTS - Both within the committee and greater recognition by the membership.

VISIBILITY - Get involved and you'll get noticed. Get noticed and you'll get sales. Participation in association activities gets you and your company free publicity in front of potential clients.

SATISFACTION - Knowing you are contributing to further the growth and success of your association.

INFORMATION - Firsthand knowledge of what's happening on the local, state and national levels.

The attached page contains information about each individual committee.
Choose your top choice and fill out the form below to be considered for a committee position.

- Education/Designation Expo Governmental Affairs Golf
 Membership PR/Marketing Sport Clay Shoot Social

Name _____ Phone _____

Company _____ E-mail _____

What I can bring to the committee (experience / talent / interest)

Return by mail to: 3001 Spring Mill Dr. Suite B, Springfield IL, 62711
Or Fax to : (217) 698-4942

GOVERNMENTAL AFFAIRS

Governmental Affairs and Your Association

At the Springfield Area Home Builders Association, we are dedicated to effectively representing the housing industry to our local government. Our committees work closely with local politicians to ensure our home builders' needs are understood and met. In addition, we keep you updated on the developments and changes in housing legislation that directly affect you and your business.

Take a look at our committee to learn more about how the association advocates on builders' behalf in governmental affairs. Our grass roots government advocacy helps ensure the growth of the housing industry!

Governmental Affairs Committee

This committee works to keep an eye on what is happening in the political arena. They deal with local, state and national issues to keep everyone aware of what is going on. They lobby in the best interest of the building community in Central Illinois while keeping all sides talking about the issues. The dedication of this committee provides for the good of our industry.



Political Action Committee

PAC Committee

The Political Action Committee (PAC) builds relationships with candidates and elected officials who advocate home-ownership, protect property rights and provide awareness concerning housing issues.

Please consider donating to PAC. Your donation will help further our efforts to protect and enable growth within the home building industry.

To make a donation or for more information on this committee, please contact the Springfield Area Home Builders Association at 217-698-4941 or e-mail LeeAnn@springfieldareahba.com



LEGAL SERVICES

Legal Services

From the first stages of a legal claim to a U.S. Supreme Court case, NAHB offers helpful legal services. You can even use this service to review any contracts! Best of all, as a member of SAHBA, these legal services are free to you! We are sure that builders and developers will find the following legal services to be a valuable membership benefit:

Research & Information

- **Legal Research Program** - The NAHB Legal Research Program provides free legal research assistance on building industry-related issues to all members and affiliated home builder associations. NAHB attorneys can research relevant questions and provide a written analysis of the legal issues. For more information or to request legal research, contact David Crump, Jr., at 800-368-5242, x8491, or e-mail at dcrump@nahb.org
- **Legal Education Seminars** – Knowledge of legal principles, concepts, and applicable laws is essential for any developer, builder, or remodeler. These seminars provide vital education on such issues and the extent of remedies to which members are entitled. To find out more about the legal seminars available, contact David Crump, Jr. at 800-368-5242 x 8491, or via e-mail at dcrump@nahb.org or Felicia Watson, at 800-368-5242, x8229 or via e-mail at fwatson@nahb.org.
- **Legal Ordinance Review Program** – NAHB provides a free legal review of local ordinances and state legislation that impact the development and construction industry. For more information or to request an ordinance review, contact Christopher Whitcomb at 800-368-5242, x8329, or via e-mail at cwhitcomb@nahb.org

HBA & Member Litigation Support

- **Legal Action Fund** – The Legal Action Fund is designed to assist state and local associations and their members with ongoing cases. A request for funding can help defray high litigation costs for those who are involved in cases of national significance to the housing industry or cases that have the potential for meaningful impact on industry-wide concerns. In addition to funding assistance, NAHB offers briefing support for cases on appeal. For information on the application process or on specific grants, contact Christopher Whitcomb at 800-368-5242 x8329, or via e-mail at cwhitcomb@nahb.org

To access additional Legal Services resources and products, please visit our members-only web pages at www.nahb.org/legalprograms. Be sure to log-in with your NAHB password to see all of the available information.

You can also contact the Springfield Area Home Builders Association at 217-698-4941 .



MEMBERSHIP PERKS

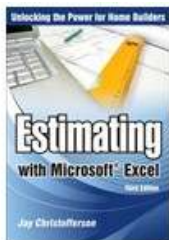
BuilderBooks.com

BOOKS THAT BUILD YOUR BUSINESS



BuilderBooks.com is the Publishing Arm of the National Association of Home Builders

BuilderBooks has the resources you need to succeed in today's market no matter what facet of the residential construction industry you are involved in. You might be a builder, remodeler, real estate professional, sales and marketing consultant, design professional, educator, or even a consumer — if you have interest in residential construction, we have the books and/or videos to keep you knowledgeable and competitive.

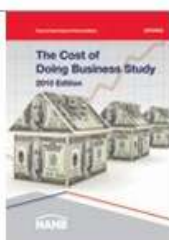
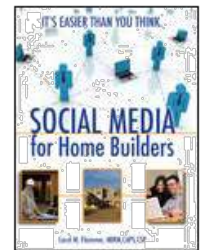


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Our bulk ordering system offers you the unique opportunity to customize any publication with your company logo.



Our Digital Delivery Website at BuilderBooks.com offers immediate access to 30+ documents (forms, contracts, and checklists) that are instantly delivered to your computer with the click of a mouse.



Our gift card is always the perfect gift to give to your favorite customer or colleague.

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BuilderBooks.com is accessible 24/7 for easy, reliable, online shopping. Or you can speak with a sales representative Monday-Friday 7:00 am — 4:00 pm (CST) by calling 1-800-223-2665



NAHBcontracts.com

Save Hours of Work with NAHB Contract Documents



What better source for residential construction contracts and documents than the National Association of Home Builders (NAHB)?

The NAHB Contracts website offers access to a variety of residential construction contracts and documents developed by NAHB members, exclusively for home builders and remodelers. You will save hours of work, which means saving hundreds of dollars, with every contract use. You can purchase a single contract, annual subscription for a single contract or an annual subscription with unlimited contracts.

The contract document series includes:

- 100 Series:** Construction Contracts
- 200 Series:** Sales Contracts - Completed Dwellings
- 300 Series:** Contract Exhibits - Additional Terms
- 400 Series:** Remodeling Contracts
- 500 Series:** Subcontracts



NAHB Contracts:

- Offer flexibility and accessibility
- Keeps your contracts organized
- Saves hours of work

**NAHBcontracts.com is accessible 24/7 or you can contact a sales representative
Monday - Friday from 7:00am - 3:00pm (CST)
by calling 800-368-5242 ext. 8270**

Note: Contracts are generic and are not specific to individual states. Please confirm they apply with your state laws.



MEMBERSHIP PERKS

from



ProServices

DID YOU KNOW?

- As a member of the Springfield Area Home Builders Association, you are also a member of the National Association of Home Builders?
- This also means you are eligible for the National Association of Home Builders discount of 2% when you use your Lowe's Business Card or Accounts Receivable card.
- The savings don't stop there! You can also add that to a Lowe's business account for an additional 5% off, which would total 7% when you use your business account through Lowe's.

HOW DO YOU TAKE ADVANTAGE?

Just go to www.lowesforpros.com/nahb to sign up!



If you have any questions,
feel free to contact:

Ron Hubbard
Lowe's Pro Services
3101 W Wabash
Springfield IL 62704

Phone: 217-331-5311

Fax: 217-793-7277

MEMBERSHIP PERKS

from

DELL™

DEALS FOR YOUR BUSINESS AND PERSONAL USE...

As a member of the Springfield Area Home Builders Association and the National Association of Home Builders, you have the opportunity to purchase a DELL at a fraction of the regular price!

- **Save an additional 40% off Dell Precision workstations**
- **Save an additional 35% off PowerEdge servers excluding T20**
- **Save an additional 40% off Latitude Laptops & OptiPlex Desktops**
- **Save an additional 10% off Electronics & Accessories**
- **Save an additional 5% off on XPS Desktops**

TAKE ADVANTAGE OF YOUR DISCOUNTS!

Call 800.757.8442 and mention NAHB

or visit

www.dell.com/mpp/nahb



MEMBERSHIP PERKS

from



JUST FOR YOU...

As the exclusive automotive manufacturer of the National Association of Home Builders (NAHB), GM extends a private offer of \$500/\$1000* toward the purchase or lease of most new GM vehicles.

Plus, combine your membership offer with the National Fleet Purchase Program for additional savings!

HOW TO SAVE

Go to www.nahb.org/generic.aspx?genericContentID=35284 for full details on how to redeem



**If you have any questions,
feel free to contact:**

Samantha Powell

Phone: 800-368-5242 x8430

Email: spowell@nahb.org

*Incentives are subject to change, this offer may not be combined with other private offers and this offer is not valid on prior purchases.

MEMBERSHIP PERKS

from



&



SAVE BIG ON ALL OF YOUR SHIPPING!

Don't forget! As a member of the Springfield Area Home Builders Association, you are also a member of the National Association of Home Builders, which means more perks!

Start taking advantage of the benefits with UPS & YRC Discounts:

- **Up to 36% on UPS Shipping services**
- **Up to at least 70% with UPS Freight**
- **Save at least 70% with YRC for your freight shipping needs**

START SAVING TODAY

Visit www.1800members.com/nahb or call 1.800.MEMBERS



Remember...when using these programs please identify yourself as a member of the National Association of Home Builders.

MEMBERSHIP PERKS

from

**Office
DEPOT®**

EXCLUSIVE MEMBER SAVINGS

Remember your Springfield Area Home Builders Association membership automatically grants you access to the National Association of Home Builders benefits. Take advantage of the discounts and restock your office supplies at a fraction of the original cost.

The Office Depot offers exclusive savings for NAHB members:

- Enjoy 10% off qualifying delivery orders

Call 800.274.2753 and mention your NAHB membership!



MEMBERSHIP PERKS

from

TSYS®

DISCOVER THE MANY BENEFITS

Get a **FREE** payment processing analysis.

TSYS is one of the nation's leading providers of payment processing services. At TSYS, our commitment is to provide you with the best possible rates, education and customer service available.

TSYS is a full-service merchant account provider, and we want to be your #1 choice for secure, low-cost payment processing.

LET TSYS HELP YOU SAVE MONEY!

For more information, please call 800.613.0148.



MEMBERSHIP PERKS

from

amazonbusiness

BUSINESS SAVINGS

As a member of your local Home Builder's Association, you can gain access to Amazon Business' vast selection, competitive pricing and shipping options to meet your needs.

When you create a business account, you can access the NAHB Amazon store which offers recommended products tailored to your industry's needs while unlocking additional business savings.

LET THE SAVINGS BEGIN

For more information, visit www.amazon.com/nahb



MEMBERSHIP PERKS

from



SAVE THOUSANDS ON YOUR NEXT PURCHASE

Nissan and Infiniti of North America are excited to extend NAHB member business exclusive incentives towards a purchase or lease of your next Nissan or Infiniti vehicle.

WANT TO LEARN MORE

Visit www.nahb.org/ma and click on the Nissan logo.



For complete program requirements including rules, vehicles, equipment, and warranty please consult your local dealer

*Incentives are subject to change, this offer may not be combined with other private offers and this offer is not valid on prior purchases.

MEMBERSHIP PERKS

from



SAVE BIG ON YOUR NEXT SET OF TIRES!

30-DAY SATISFACTION GUARANTEED

24-HOUR WORKSITE ASSISTANCE

\$100 OFF SET OF 4 ALL-TERRAIN T/A® KO2 TIRES

Offer valid for qualifying tradesmen who are residents of the United States only who purchase from a participating dealer located in the fifty (50) United States, District of Columbia ("U.S.") and U.S. territories (Puerto Rico, Guam and U.S. Virgin Islands). Purchase must be completed between 03/01/2019 and 12/31/2019. Limit of one (1) redemption request (\$100 or \$70 Mastercard® Reward Card) per purchase of four (4) BFGOODRICH® All-Terrain T/A® KO2 Tires.

HOW TO TAKE ADVANTAGE?

Visit www.nahb.org/ma and
click on the BF Goodrich logo to take you to the sign up page.



*Incentives are subject to change, this offer may not be combined with other private offers and this offer is not valid on prior purchases.

MEMBERSHIP PERKS

from



DODGE



Jeep



RAM

A GREAT OFFER FOR NAHB MEMBERS

FCA US LLC is pleased to announce a special \$500 cash allowance toward the purchase or lease of many of the most popular vehicles in our lineup.

Between Chrysler, Dodge, FIAT®, Jeep® and Ram®, there's something for everyone. NAHB members and their employees can combine this stackable \$500 cash allowance with most current retail incentives and choose an On The Job program allowance. Plus, same household family members receive a \$500 cash allowance, stackable with most local and national retail incentives, toward the purchase or lease of a vehicle.

NAHB member business owners and their employees also receive On The Job program benefits. These benefits include:

- No-Extra-Charge-2-Year Gas/Diesel Lube-Oil Filter Allowance
- Up to \$1,000 Commercial Graphics Program Allowance
- Up to \$1,000 Commercial Equipment/Upfit Allowance
- \$300-\$1,000 Allowance on Select Mopar® Service Contracts

TO REDEEM OFFER:

Visit www.nahb.org/ma and click on the Ram logo.



ADDITIONAL MEMBER ADVANTAGES AT A GLANCE



Geico – Start your free insurance quote & save with a special NAHB discount at www.geico.com/landingpage/g051.htm?logo=70684

Hertz – Up to 20% off on rental cars and FREE Gold Club Membership. Use CDP# 51046.

Avis – Up to 25% off rental cars at www.avis.com/nahb or call 800.331.1212 and use AWD code G572900.

Budget – Up to 20% off rental cars at www.budget.com/nahb or call 800.283.4387 and use BCD code Z536900.

Omaha Steaks – Save 10% off all online promotions. This discount is in addition to any online specials. Visit www.OSincentives.com/promo/nahb.

FTD – 20% discount at www.ftd.com/nahb or call 800.SEND.FTD. Use code 17421. Includes FTD bridal, Vera Wang and Todd Oldham Collections.

NAHB Career Center – Receive 20% off of standard rates for job posting & 15% off other HR services. Visit www.nahb.org/careers.

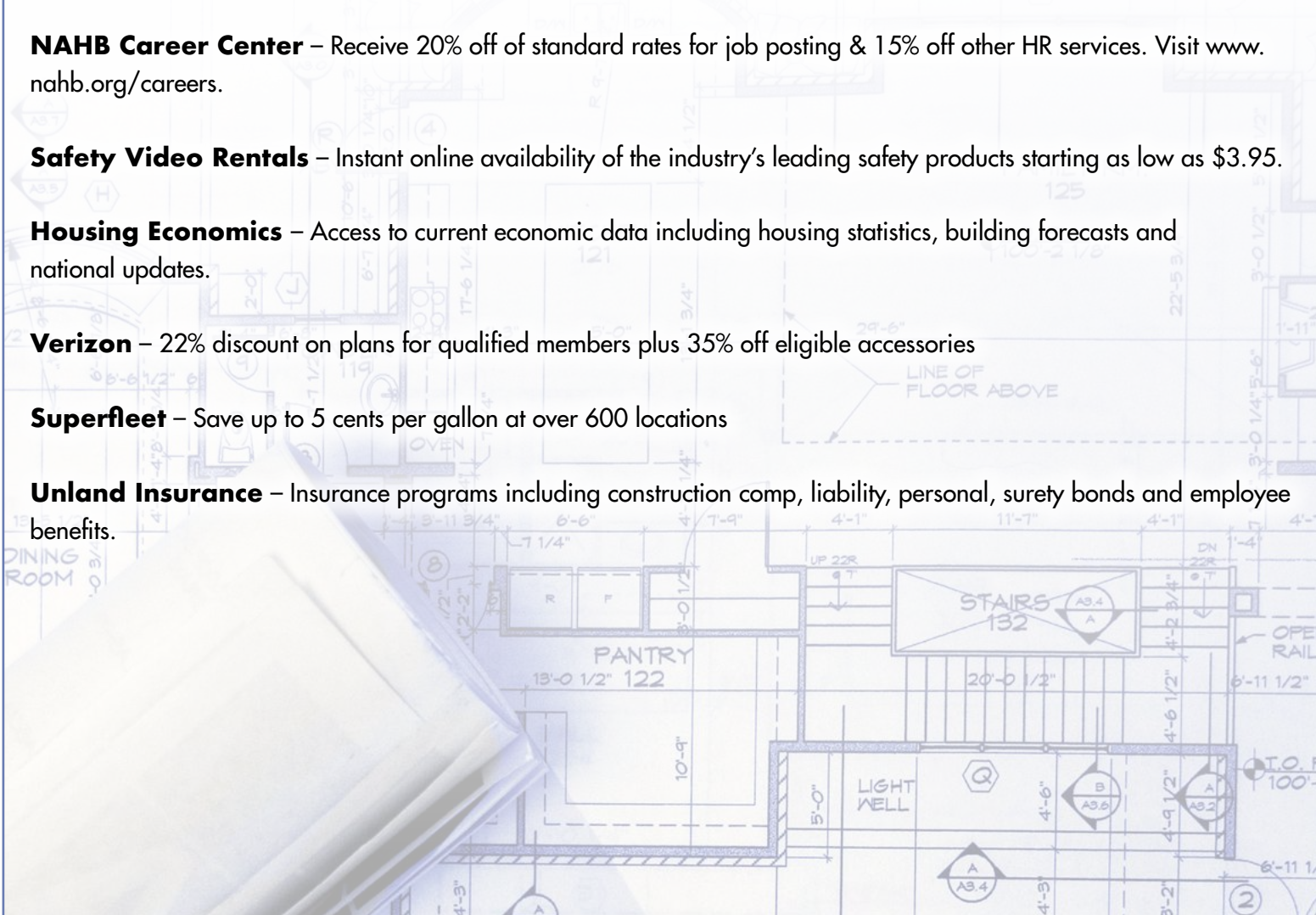
Safety Video Rentals – Instant online availability of the industry's leading safety products starting as low as \$3.95.

Housing Economics – Access to current economic data including housing statistics, building forecasts and national updates.

Verizon – 22% discount on plans for qualified members plus 35% off eligible accessories

Superfleet – Save up to 5 cents per gallon at over 600 locations

Unland Insurance – Insurance programs including construction comp, liability, personal, surety bonds and employee benefits.



QUALITY ASSURANCE PROGRAM

One objective of the Association is to improve the community image of the industry. Towards that objective, the builders association offers you the Quality Assurance Program. The program includes a set of standards, recommended language for including the standards and mediation/binding arbitration of the standards into project contracts, and marketing information.

The program creates reasonable customer expectations regarding the building/remodeling process, and addresses the most prevalent issues that arise before the project, during the project, and, most importantly, after the project is completed. The standards eliminate the unrealized and undisclosed expectations of the customer by giving the builder/remodeler a tool to discuss, identify, and set the customer's expectations before problems arise.

Yet, disputes will inevitably arise that cannot be settled between the two parties using the standards. With that in mind, the standards also include a mediation/binding arbitration mechanism to provide another vehicle to dispute resolution outside the costly and time-consuming court process.

Let the consumer know you are a part of the network of quality builders. Include the Quality Assurance logo in print, television and radio advertising, and promote your membership with the association in press releases and brochures.

SAHBA members can purchase the QA Books from the SAHBA office to provide to customers.



***QUALITY
ASSURANCE
PROGRAM***

**Springfield Area
Home Builders Association**

BUILDER RESOURCES

Is It Time To Renew Your Lead Paint Certification?



MANDATORY CERTIFICATION!

REQUIRED BY LAW AS OF APRIL 2010

Federal regulations by HUD & EPA require anyone that disturbs lead-based paint in homes, schools and child care facilities built before 1978 to be certified and follow specific work practices to prevent lead contamination.

Certification is required by Residential Renovators, Painters, Plumbers, HVAC Professionals, Window, Siding & Guttering Professionals, Demo Contractors, Foundation Repair Specialists, Insurance Restoration Contractors, Government & Historical Restoration Specialists and more.

Federal law requires that a "Certified Renovator" be assigned to each job, and that all involved individuals are trained in the use of lead safe practices. The EPA is cracking down on people who are not certified.

Federal law also requires that all renovation, repair and painting firms (including sole proprietorships) working in housing, or facilities where children are routinely present, which were built before 1978, to be certified. This can be done by completing the application (obtained online or from the SAHBA office) and submitting it with a fee of \$300 to the EPA.

This federal law went in to effect on April 10, 2010. The EPA *has* been enforcing it in Springfield and violations could result in fees up to \$37,500. Anyone who knowingly or willfully violates any provisions of this law is subject to misdemeanor criminal sanctions plus fines up to \$25,000 for each day of violation.



BUILDING THE AMERICAN DREAM

Springfield Area Home Builders Association

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OSHA[®] FactSheet

Updates to OSHA's Recordkeeping Rule: Reporting Fatalities and Severe Injuries

OSHA's updated recordkeeping rule expands the list of severe injuries that all employers must report to OSHA. Establishments located in states under Federal OSHA jurisdiction must begin to comply with the new requirements on January 1, 2015. Establishments located in states that operate their own safety and health programs should check with their state plan for the implementation date of the new requirements.

What am I required to report under the new rule?

Previously, employers had to report the following to OSHA:

- All work-related fatalities
- Work-related hospitalizations of three or more employees

Starting in 2015, employers will have to report the following to OSHA:

- All work-related fatalities
- All work-related inpatient hospitalizations of one or more employees
- All work-related amputations
- All work-related losses of an eye

Who is covered under the new rule?

All employers under OSHA jurisdiction must report all work-related fatalities, hospitalizations, amputations and losses of an eye to OSHA, even employers who are exempt from routinely keeping OSHA injury and illness records due to company size or industry.

An amputation is defined as the traumatic loss of a limb or other external body part. Amputations include a part, such as a limb or appendage, that has been severed, cut off, amputated (either completely or partially); fingertip amputations with or without bone loss; medical amputations resulting from irreparable damage; and amputations of body parts that have since been reattached.

How soon must I report a fatality or severe injury or illness?

Employers must report work-related fatalities within **8 hours of finding out about them**.

Employers only have to report fatalities that occurred within 30 days of a work-related incident.

For any inpatient hospitalization, amputation, or eye loss **employers must report the incident within 24 hours of learning about it**. Employers only have to report an inpatient hospitalization, amputation or loss of an eye that occurs within 24 hours of a work-related incident.



How do I report an event to OSHA?

Employers have three options for reporting the event:

- By telephone to the [nearest OSHA Area Office during normal business hours](#).
- By telephone to the 24-hour OSHA hotline at 1-800-321-OSHA (6742).
- OSHA is developing a new means of reporting events electronically, which will be available soon at www.osha.gov.

What information do I need to report?

For any fatality that occurs within 30 days of a work-related incident, employers must report the event **within 8 hours** of finding out about it.

For any inpatient hospitalization, amputation, or eye loss that occurs within 24 hours of a work-related incident, employers must report the event within 24 hours of learning about it.

Employers reporting a fatality, inpatient hospitalization, amputation or loss of an eye to OSHA must report the following information:

- Establishment name
- Location of the work-related incident
- Time of the work-related incident
- Type of reportable event (i.e., fatality, inpatient hospitalization, amputation or loss of an eye)
- Number of employees who suffered the event
- Names of the employees who suffered the event
- Contact person and his or her phone number
- Brief description of the work-related incident

Employers do not have to report an event if it:

- Resulted from a motor vehicle accident on a public street or highway. Employers must report the event if it happened in a construction work zone.

- Occurred on a commercial or public transportation system (airplane, subway, bus, ferry, streetcar, light rail, train).
- Occurred more than 30 days after the work-related incident in the case of a fatality or more than 24 hours after the work-related incident in the case of an inpatient hospitalization, amputation, or loss of an eye.

Employers do not have to report an inpatient hospitalization if it was for diagnostic testing or observation only. An inpatient hospitalization is defined as a formal admission to the inpatient service of a hospital or clinic for care or treatment.

Employers do have to report an inpatient hospitalization due to a heart attack, if the heart attack resulted from a work-related incident.

Where can I find more information?

For more information about the updated reporting requirements, visit OSHA's webpage on the revised recordkeeping rule at www.osha.gov/recordkeeping2014.

This is one in a series of informational fact sheets highlighting OSHA programs, policies or standards. It does not impose any new compliance requirements. For a comprehensive list of compliance requirements of OSHA standards or regulations, refer to Title 29 of the Code of Federal Regulations. This information will be made available to sensory-impaired individuals upon request. The voice phone is (202) 693-1999; teletypewriter (TTY) number: (877) 889-5627.

For assistance, contact us. We can help. It's confidential.



www.osha.gov (800) 321-OSHA (6742)



U.S. Department of Labor

HOME REPAIR AND REMODELING ACT

Public Act 97-0235

Amends the Illinois Roofing Industry License Act

- Reinforces current requirements that a contractor offering roofing services shall affix the licensee's name and the roofing contractor license number on any commercial vehicles used in offering or providing roofing services.
- Reinforces current law penalty of up to \$250 civil penalty
 - *NEW* Enables local code enforcement official to issue violation
- Enables violation to be corrected prior to date of judicial hearing and violation SHALL be dismissed if corrected.

Amends the Home Repair and Remodeling Act

CHANGES ONLY AFFECT REPAIRS FOLLOWING "CATASTROPHE", NATURALLY OCCURRING WEATHER EVENT

"catastrophe" means: flood, drought, earthquake, tornado, windstorm or hailstorm.

- Does NOT include Fire; specifically removed from the legislation

Prohibits contractor from:

- Pay or rebate all or any portion of an insurance deductible as a sales incentive
- Promise to pay or rebate all or any portion of an insurance deductible
- Accept any form of compensation for use of business name or license
- Call in or file a claim on behalf of the insured
- Climb on a roof or inspect exterior damage without the express permission of homeowner

Prohibits contractor from:

- Providing an estimate
- Conferring with an adjuster about property damage
- Discussing repair or replacement options with the property owner or an adjuster

Enables homeowner to cancel contract "prior to midnight on the fifth business day" after receiving notice from insurance company that any part of the claim or contract is not a covered loss.

Enables homeowner to cancel contract up to the 30 days after receipt of "a properly executed proof of loss" by the insurer.

CONTRACT LANGUAGE

"You may cancel this contract at any time before midnight on the earlier of the fifth business day after you have received written notification from your insurer that all or any part of the claim or contract is not a covered loss under the insurance policy or the thirtieth business day after your insurer has received properly executed proof(s) of loss from you. See attached notice of cancellation form for an explanation of this right."

Upon executing a contract, a home repair or remodeling contractor shall furnish each insured a fully completed form in duplicate, containing the caption, "NOTICE OF CANCELLATION", which shall be attached to the contract but easily detachable, and which shall contain boldface type of a minimum size of 10 points the following statement with the appropriate fields completed by the contractor:

NOTICE OF CANCELLATION

If you are notified by your insurer that all or any part of the claim or contract is not a covered loss under the insurance policy, you may cancel the contract by mailing or delivering a signed and dated copy of this cancellation notice or any other written notice to (name of contractor) at (address of contractor's place of business) at any time prior to midnight on the earlier of the fifth business day after you have received such notice from your insurer or the thirtieth business day after your insurer has received properly executed proof(s) of loss from you. If you cancel, any payments made by you under the contract, other than payments for goods or services related to a catastrophe which you agreed in writing to be necessary to prevent damage to your property, will be returned to you within 10 business days following receipt by the contractor of your cancellation notice.

I HEREBY CANCEL THIS TRANSACTION

.....
(date)

.....
(insured's signature)

Employee Classification Act

On 1/1/08 the Employee Classification Act went into effect, creating one more piece of legislation for the construction industry. 820ILCS 185/1. The Act/s stated purpose is “to address the practice of misclassifying employees as independent contractors.” Under the new law any individual performing services for a contractor is “deemed an employee” unless it is shown the individual is free from the contractor’s control, the individual’s service is outside the scope of the contractor’s work, the individual is in an established trade and the individual is deemed a sole proprietor if it is established the individual operates truly as an independent contractor. To show legitimacy of classification the Act requires an independent contractor to establish twelve factors. (Addressing each of the factors is outside the scope of this summary). In addition to direct contractors all subcontractors must comply with the requirements of the Act.

The Act imposes notice requirements upon contractors and subcontractors. Any entity, contractor or subcontractor, who hires individuals not classified as employees must post, on each job site, a notice in English, Spanish and Polish, prepared by the Department of Labor, summarizing the requirements of the Act. The Department of Labor shall furnish copies of the summary without charge. Without any additional clarification any job site, with multiple subcontractors, may contain multiple notices. The penalties for failing to comply with the Act are severe. Any “interested party” may file a complaint with the Department of Labor if there is a “reasonable belief” there is a violation. Any violation may result in the imposition of criminal charges and money damages. A first time offender is subject to a civil penalty not to exceed \$1,500.00; a repeat violation is subject to a penalty not to exceed \$2,500.00. A violation subjecting one to the penalty shall be calculated for each day and each person. The potential damages for a violation of the Act can be substantial depending on the number of days a violation occurred and the number of employees misclassified. To encourage compliance the Act allows an interested person to recover 10% of the civil penalty.

The Act allows for an interested person to assert a direct cause of action against the employer in addition to any action by the Department of Labor. Significantly, the Act allows for the recovery of direct damages, liquidated damages (an amount equal to the actual damages), compensatory damages and all attorney’s fees and costs. Therefore, even a minor violation could result in substantial liability exposure. This provision provides an incentive for trial lawyers to prosecute even minor violations, as they will be entitled to the recovery of their attorney fees.

This Act, although quietly enacted and arguably with good intentions, as the potential to be used offensively by some individuals and exploited by trial lawyers. If a contractor hires individuals, as employees, or hires independent contractors, knowledge of the Act is essential.

THIS ARTICLE WAS COURTESY OF RICHARD MARVE FROM THE LAW FIRM OF LIVINGSTON, BARGER, BRANDT AND SCHROEDER- BLOOMINGTON-NORMAL AREA HOME BUILDERS ASSOCIATION MEMBERS.

Lead Certification

Go to Latest News on the Home Page of this site to download all the information on Lead Certification and training available.

NEW RADON AWARENESS Law effective January 1, 2008

The Radon Awareness Act recently took effect on January 1, 2008 and imposes additional duties on sellers of residential property. In short, a seller of residential property must provide two documents to a prospective home buyer.

- 1.) A pamphlet entitled “www.radon.illinois.gov/pdf/radontestguidelineforrealestatePamphlet.pdf”

<http://www.radon.illinois.gov/pdf/radontestguidelineforrealestatePamphlet.pdf>
<http://www.radon.illinois.gov/pdf/DisclosureRadonHazards.pdg>

Both documents are available from the Illinois Emergency Management Agency (IEMA) Division of Nuclear Safety, the agency charged with enforcement of the Act and can be downloaded at the above links.

Nothing in the Act requires a seller to test for radon or to engage in any “mitigation activities”. The only requirements of the Act are that the seller provides the pamphlet and the disclosure form to the seller. It should be noted, however, that it is the seller’s obligation to comply with the requirements of the Act. Furthermore, a buyer is not bound by a contract to purchase real estate if the seller fails to provide these two documents to the buyer.

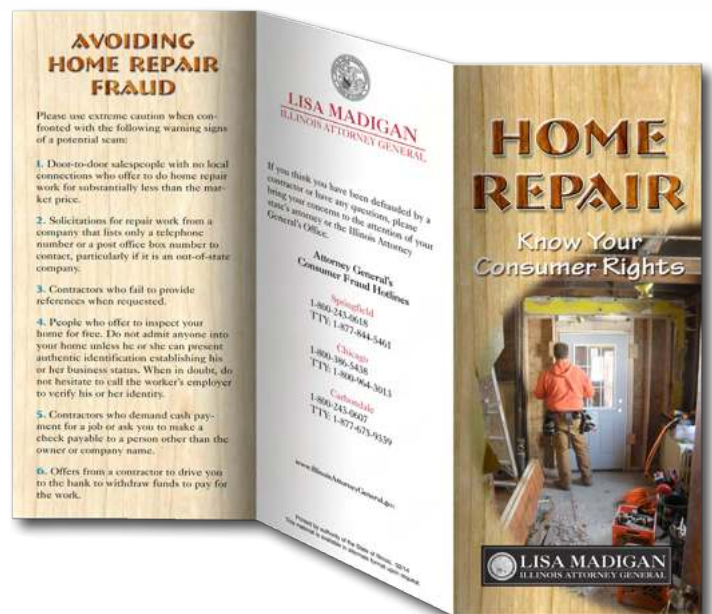
In detail, the Act states that the seller must “complete the required disclosure activities prior to accepting the buyer’s offer and allow the buyer the opportunity to review the information and possibly amend the offer”. If the disclosure is not made prior to the acceptance and execution of the offer, the buyer will not become obligated under the contract to purchase the residential property. This would not preclude a buyer, however, from proceeding to close on the purchase notwithstanding the seller’s failure to disclose. There are no penalty provisions in the Act.

REMODELERS

DID YOU KNOW...

✓ It is required by the state of Illinois that you provide the **"Home Repair: Know Your Consumer Rights"** pamphlet to your customers prior to beginning any home repair job.

✓ If you neglect to present your customer with this pamphlet homeowners are within their right to refuse payment for the job, even after completion!



SAHBA has copies of the **"Home Repair: Know Your Consumer Rights"** pamphlet on hand. If you are in need of copies, contact the SAHBA office.



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