



## MEMBERSHIP APPLICATION

*\*All applications include a \$25.00 application fee.  
Payment must be received with application for application to be approved.*

### PROFESSIONAL / APPRENTICE BUILDER MEMBERSHIP

**\$700** Annual\*

*Payment plan available (see page 3)*

#### Membership requirements:

- **2 years building experience minimum**  
*- Builders with less than 2 years experience may join as an Apprentice Builder until they meet the criteria for the Professional Builder membership. Check box on page 2 if applying as Apprentice Builder*
- **3 Customer references**
- **2 Professional Builder Member signatures**  
*(One must be a COHBA Director)*

All Builder applicants are required to provide a copy of their one year warranty and certify that they carry liability & worker's compensation insurance.

All Builder members will be billed a monthly per-permit assessment. The assessment will be \$15 per permit with an annual cap of \$1,500 or equal to 100 permits.

### ASSOCIATE MEMBERSHIP

**\$660** Annual\*

*Payment plan available (see page 3)*

- Associate Membership category includes all industry-related, non-builder companies including, but not limited to, subcontractors, suppliers/vendors, financial institutions/lenders, title companies, REALTORS, etc.

### AFFILIATE MEMBERSHIP

**\$175** Annual\*

- An Affiliate Member is any representative joining under an existing Builder or Associate HBA Member company.
- **NOTE:** *If the primary member of the company drops their membership, the affiliate member can take over the primary membership at the higher rate in order to remain active, or cancel their membership.*

#### PAYMENT INFORMATION

Credit Card\* (Visa, MC, Discover, AMEX)

Cash/Check #\_\_\_\_\_

NAME ON CARD: \_\_\_\_\_ BILLING ADDRESS: \_\_\_\_\_

CARD NUMBER: \_\_\_\_\_ CITY, STATE, ZIP: \_\_\_\_\_

EXPIRATION DATE: \_\_\_\_\_ CSV: \_\_\_\_\_ EMAIL RECEIPT: \_\_\_\_\_

Please submit completed applications to the Central Oklahoma Home Builders Association.  
By mail, in-person drop off, or email: 420 E. Britton Rd., Oklahoma City, OK 73114  
email: [sarah@cohba.org](mailto:sarah@cohba.org)



## MEMBERSHIP APPLICATION

Builder Membership  
 Apprentice Builder

Associate Membership

Affiliate Membership

### COMPANY INFORMATION

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

Name of Representative: \_\_\_\_\_ Title: \_\_\_\_\_

Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Physical Address: \_\_\_\_\_

Office Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

E mail: \_\_\_\_\_ Website: \_\_\_\_\_

Referred By/Sponsor (HBA Member): \_\_\_\_\_ (Spike)

### BUILDER APPLICANTS ONLY

Builder Sponsor #1: \_\_\_\_\_

Builder Sponsor #2 (COHBA Board Member): \_\_\_\_\_

I hereby certify that I carry full liability and worker's compensation insurance and will provide documentation if requested. I understand that if proven false, my membership to COHBA will be revoked. Initial: \_\_\_\_\_

### CONSTRUCTION SPECIALTY (*Builder Applicants Only*)

Please check all that apply:

- Single Family
- Custom Homes
- Multi-Family
- Remodeler
- Land Development

Warranties Offered:

- OKHBA Warranty
- Third Party
- Self Warranty
- Other: \_\_\_\_\_

### PRODUCT / SERVICE CATEGORIES (visit <https://members.cohba.org/directory> for available categories)

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



## MEMBERSHIP APPLICATION

### **Central Oklahoma Home Builders Association Membership Code of Ethics**

As a member in good standing of the Central Oklahoma Home Builders Association (COHBA), we believe in and accept the responsibilities and obligations inherent in our provision of housing, light commercial construction and any other services. Consistent with NAHB's Code of Ethics contained in its constitution, we support the following objectives:

- To conduct business affairs with professionalism, skill and written agreements.
- To provide the best housing value possible.
- To protect the consumer through the use of quality materials and construction practices backed by integrity and service.
- To provide housing with high standards of safety, sanitation and livability.
- To meet all financial obligations in a responsible manner.
- To comply with the spirit and letter of business contracts, and manage employees, subcontractors and suppliers with fairness and honor.
- To keep informed regarding public policies and other essential information which affect our business interests and those of the building industry as a whole.
- To comply with the rules and regulations prescribed by law and government agencies for the health, safety and welfare of the community.
- To keep honesty as our guiding business policy.
- To provide timely response to items covered under warranty.
- To seek to resolve controversies through a non-litigation dispute resolution mechanism.
- To support and abide by the decisions of the association in promoting and enforcing this Code of Ethics.

Members assume the responsibilities in this Code of Ethics freely and solemnly and are mindful that these responsibilities are a part of the obligation as members of Central Oklahoma Home Builders Association. We believe that homeownership should be within reach of all Americans. Finally, 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 inalienable rights and freedoms.

I agree to abide by the Constitution, By-Laws and Code of Ethics (and all amendments thereof) of Central Oklahoma Home Builders Association (COHBA), the Oklahoma Home Builders Association (OKHBA) and the National Association of Home Builders (NAHB). In the event of termination of membership of this association, I agree to immediately discontinue use of its insignia and all of the membership benefit programs. I give COHBA authorization to contact the listed business references.

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Signature

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Date

### **FOR OFFICE USE ONLY**

Approved for membership: \_\_\_\_\_ Date: \_\_\_\_\_

#### **ASSOCIATE or AFFILIATE APPLICATION**

Application received

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#### **BUILDER APPLICATION**

- Application received
- One-year warranty document received
- 3 customer references received
- Builder signature received