

APPLICATION FOR MEMBERSHIP

APPLICATION MUST BE COMPLETED IN FULL TO BE ACCEPTED

LONG ISLAND BUILDERS INSTITUTE, INC.

Company Name: _____ WBE/MBE Business? _____

Contact Person: * _____ Title: _____ Cell Phone: _____

(name of person designated as LIBI member)

Contact person's home address: Street _____ Town _____ Zip _____

Federal I.D.# _____

Business Phone: _____ Fax: _____ E-MAIL _____

Web Address _____

Company Mailing Address: _____ Billing Address (if not the same): _____

If you are not a principal in the company, please list principals or immediate supervisor's name, address and phone:

BUILDERS; please list any partners;

Names _____

*****COMPANY AND PERSONAL BACKGROUND (Please attach a company profile)**

Company Classification _____ Tell us a little about your company: _____

Number of Years in Business: _____ Number of Employees: _____ Do you currently do business with a LIBI member? If so, who? _____

**Bank References:

1. _____ 2. _____

* Trade References:

1. _____ 2. _____ 3. _____

Membership Dues: Associate \$1235.00 if paying by check (3.5% fee if paid with a Credit card \$1278.23

Builder \$1815.00 if paying by check. If paying by Credit card there is a 3.5% fee \$1878.53

Please make check payable to: LIBI) (A portion of your dues is allocated to NYSBA/LIBI PAC unless you choose to check here (Then all funds remain in NYSBA//LIBI General Fund.)

Are you A: Builder _____ Associate _____

Do you have a remodeling License? _____ **Include a copy of your license(s) with your application.**

_____ County _____ # _____ County _____

CONDITIONS

I agree to abide by the Constitution and By-Laws of the Long Island Builders Institute of the National Association of Home Builders of the United States with which it is affiliated, and of the New York State Builders Association. A remittance of \$ _____ representing my annual membership dues in the Long Island Builders Institute accompanies this application.

(Membership dues are non-refundable once membership is approved)

It is understood & accepted that the payment of all financial commitments are the Member Company's responsibility for all representatives of said company. All invoices are to be paid **within 30 days**. Payment of your dues constitutes permission for LIBI and LIBI members in good standing to send you faxes, e-mails and mailings under FCC Regulations.

I have read this application and everything stated in it is true. I authorize Long Island Builders Institute to check my credit and/or any other information, contained on or relating to my application.

It is understood that the membership plaque or other insignia of membership is the property of the Long Island Builders Institute, said plaque to be returned to the Institute upon termination of membership for any reason whatsoever, or surrendered to a representative of the Institute upon request.

Date: _____

(Signature of Applicant) (Print Name)

Sponsored By _____

(Sponsor must be a member of LIBI)

(Company)

Please include a headshot of yourself for our records and to be highlighted in our bulletin.

Please return this application and a **company profile** to: LONG ISLAND BUILDERS INSTITUTE INC.

1757-8 Veterans Memorial Highway, Islandia, NY 11749 Phone: 631-232-2345 Fax: 631-232-2349

MEMBERSHIP CLASSIFICATION

BUILDER MEMBER

Builder Member shall be any person who is or has been in, employed by, or owns a firm or corporation which is or has been in the construction, alteration, rental, or improvement of housing and /or construction of any type, or in land improvement, within the territorial jurisdiction of this Institute. When a person is accepted as a Builder Member, if the employee who is designated by that firm or corporation, as its representative for its dealings with the institute leaves the firm's employ, the firm or corporation may designate another representative. If the Builder Member is an owner, the membership belongs to the person and they may change the company name.

ASSOCIATE MEMBER

Associate Member shall be any person who is or has been in or employed by a firm or corporation engaged in any trade, industry, business or profession within the territorial jurisdiction of this Institute, allied or related to construction of any type, and not engaged in construction, alteration, or improvement, except if engaged in construction, alteration, or improvement, primarily as a subcontractor or supplier.

CODE OF ETHICS OF LONG ISLAND BUILDERS INSTITUTE

Members shall constantly seek to provide better values, so that an ever-greater share of people may enjoy the benefit of home ownership.

Members shall strive to develop the efficiency of the building industry.

Members shall act at all times to contribute their knowledge in building to the best interests of those they serve.

Members shall not obtain any business by means of fraudulent statements or by use of implications unwarranted by use of implications unwarranted by fact or reasonable probability.

Members shall comply both in spirit and letter with rules and regulations prescribed by law and government agencies for the health, safety and progress of the community.

Members shall be alert to examine proposed or enacted national, state and local legislation detrimental to social, economic, and political progress.

Members shall not perform, or cause to be performed, any act which would tend to reflect on, or bring into disrepute, any part of the building.

Procedures For Application and Approval of New Members

Process starts with receipt of completed and signed application and dues check.

Name is posted to membership for comments.

Sponsor sends letter of recommendation to Board.

References for credit, character and trade are contacted by LIBI staff.

All information gathered and presented from the above sources will be collected and reviewed by the Membership Committee. When they are satisfied that the information is complete, they will forward same to the Board with its recommendation.

Board of Directors reviews comments from members, and information received from references and other contacts.

The full Board then votes on whether to accept the applicant as a member. Decision of Board is transmitted to applicant.

NOTE: Tendering of dues check by applicant or depositing of check by LIBI does not constitute acceptance of applicant for membership. If membership is denied, dues will be promptly refunded.

(Builders: Please complete the following)

Director of Sales & Marketing: _____ Email: _____

Director of Purchasing: _____ Email: _____

Construction Manager: _____ Email: _____

I have received a copy of this information sheet and I understand and accept the procedure.

SIGNATURE

DATE