

# APPLICATION FOR MEMBERSHIP

To: Home Builders Association of West Michigan Date: \_\_\_\_\_

From: \_\_\_\_\_ Title: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Business Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

License # \_\_\_\_\_ Exp Date: \_\_\_\_\_

Bank/Credit Reference : \_\_\_\_\_

Bank/Credit Reference : \_\_\_\_\_

HBA Member Reference : \_\_\_\_\_

Other Reference : \_\_\_\_\_

NAHB Membership ID Code: (see reverse for instructions)

1	2	3	4	5	6	7	8	9	10	11	

*I agree to abide by the Constitution and By-Laws of the Local Association to which this membership application is directed, of the National Association of Home Builders of the United State with which it is affiliated, and of the affiliated State Association. A remittance of **\$360** representing my annual membership dues in the affiliated Association accompanies this application.*

*Of the amount remitted by me for annual dues, \$10 is for a subscription for one year to the BUILDER Magazine, published monthly, and \$10 for the Nation's Building News, published biweekly except for July, August and December. This is for Builder Members only and does not apply to Association Members.*

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Sponsored by the above HBA Member

Return this application & payment made out to *HBA of West Michigan* to:  
HBA of West Michigan, Post Office Box 66, Shelby, MI 49455

Dues payments to your local builders' association are NOT deductible as charitable contributions for federal tax purposes. However, dues payments may be deductible by members as an ordinary and necessary business expense.

## NAHB MEMBER IDENTIFICATION (ID) CODING INSTRUCTIONS

The NAHB Member Identification (ID) Code is made up of eleven data blocks which are explained below. It is separate from the six-digit NAHB Membership Number assigned to each member. The ID Code is designed for use by NAHB and its affiliated state and local associations to provide services which respond to the changing needs of our membership. Please note as in the examples below if the requested data for a particular block is not applicable, enter a dash (-). Also if you don't know the exact answer for a particular block, please give your best estimate. In order for an associate member to receive the Builder Magazine they must be classified with an occupation code ranging from (A-Z). A "Z" or "other" classification code must also be further defined by writing the members specific occupation in the space provided. Any associate member not classified as outlined will not receive a copy of the Builder Magazine.

### Membership Classification:

- 1st block  enter a code (1) for all Builder Members  
 enter a code (2) for all Associate Members
- 2nd block  enter the primary business activity code (a-z) from the following selection including any sub-codes:

Builder Member Classification	Associate Member Classification	Subcontractors and Specialty Trade Contractors																																																																																								
<table border="0" style="width: 100%;"> <tr> <th style="text-align: left;">Code</th> <th style="text-align: left;">Description</th> </tr> <tr> <td>A</td> <td>Single Family Builder - Speculative (Detached and Attached)</td> </tr> <tr> <td>B</td> <td>Single Family Builder - Custom</td> </tr> <tr> <td>C</td> <td>Multifamily Builder - Sale Units</td> </tr> <tr> <td>D</td> <td>Multifamily Builder/Owner - Rental Units (Own Account)</td> </tr> <tr> <td>E</td> <td>Multifamily Contractor - Rental or Sale Units (Other Investors)</td> </tr> <tr> <td>F</td> <td>Remodeler - Residential</td> </tr> <tr> <td>G</td> <td>Remodeler - Commercial</td> </tr> <tr> <td>H</td> <td>Commercial Builder (Own Account)</td> </tr> <tr> <td>I</td> <td>Commercial Contractor (Other Investors)</td> </tr> <tr> <td>J</td> <td>Land Developer</td> </tr> <tr> <td>K</td> <td>Home and Building Manufacturer</td> </tr> </table>	Code	Description	A	Single Family Builder - Speculative (Detached and Attached)	B	Single Family Builder - Custom	C	Multifamily Builder - Sale Units	D	Multifamily Builder/Owner - Rental Units (Own Account)	E	Multifamily Contractor - Rental or Sale Units (Other Investors)	F	Remodeler - Residential	G	Remodeler - Commercial	H	Commercial Builder (Own Account)	I	Commercial Contractor (Other Investors)	J	Land Developer	K	Home and Building Manufacturer	<table border="0" style="width: 100%;"> <tr> <td>L</td> <td>Accounting</td> </tr> <tr> <td>M</td> <td>Architects, Planners Designers, Engineers</td> </tr> <tr> <td>N</td> <td>Attorneys</td> </tr> <tr> <td>O</td> <td>Computer Products and Services</td> </tr> <tr> <td>P</td> <td>Financial Services</td> </tr> <tr> <td>Q</td> <td>Insurance and Title Companies</td> </tr> <tr> <td>R</td> <td>Marketing, Advertising and Public Relations</td> </tr> <tr> <td>S</td> <td>Product Manufacturers and Representatives</td> </tr> <tr> <td>T</td> <td>Property Management</td> </tr> <tr> <td>U</td> <td>Real Estate Brokers and Agents</td> </tr> <tr> <td colspan="2"><b>Retail Dealers/Distributors</b></td> </tr> <tr> <td>V1</td> <td>Appliances</td> </tr> <tr> <td>V2</td> <td>Building Materials/Lumber</td> </tr> <tr> <td>V3</td> <td>Floor Coverings</td> </tr> <tr> <td>V4</td> <td>Paint/Wall Coverings</td> </tr> <tr> <td>V5</td> <td>All Other Retail Dealers</td> </tr> </table>	L	Accounting	M	Architects, Planners Designers, Engineers	N	Attorneys	O	Computer Products and Services	P	Financial Services	Q	Insurance and Title Companies	R	Marketing, Advertising and Public Relations	S	Product Manufacturers and Representatives	T	Property Management	U	Real Estate Brokers and Agents	<b>Retail Dealers/Distributors</b>		V1	Appliances	V2	Building Materials/Lumber	V3	Floor Coverings	V4	Paint/Wall Coverings	V5	All Other Retail Dealers	<table border="0" style="width: 100%;"> <tr> <td>W1</td> <td>Carpentry</td> </tr> <tr> <td>W2</td> <td>Electrical</td> </tr> <tr> <td>W3</td> <td>Flooring</td> </tr> <tr> <td>W4</td> <td>Landscaping</td> </tr> <tr> <td>W5</td> <td>Plumbing, Heating and Air Conditioning</td> </tr> <tr> <td>W6</td> <td>Roofing and Siding</td> </tr> <tr> <td>W7</td> <td>All Other Subcontractors</td> </tr> <tr> <td colspan="2"><b>Wholesale Dealers/Distributors</b></td> </tr> <tr> <td>X1</td> <td>Appliances</td> </tr> <tr> <td>X2</td> <td>Building Materials</td> </tr> <tr> <td>X3</td> <td>Floor Coverings</td> </tr> <tr> <td>X4</td> <td>Paint/Wall Coverings</td> </tr> <tr> <td>X5</td> <td>All Other Wholesale Dealers</td> </tr> <tr> <td>Y</td> <td>Utilities</td> </tr> <tr> <td>Z</td> <td>All Other _____</td> </tr> <tr> <td></td> <td style="text-align: right;">(Please Specify)</td> </tr> </table>	W1	Carpentry	W2	Electrical	W3	Flooring	W4	Landscaping	W5	Plumbing, Heating and Air Conditioning	W6	Roofing and Siding	W7	All Other Subcontractors	<b>Wholesale Dealers/Distributors</b>		X1	Appliances	X2	Building Materials	X3	Floor Coverings	X4	Paint/Wall Coverings	X5	All Other Wholesale Dealers	Y	Utilities	Z	All Other _____		(Please Specify)
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3rd and 4th blocks   Using the above Business Activity Codes, code the second and third business activity, including sub codes if applicable.

5th block  Enter the members annual dollar volume of all construction/development. Choose from the following list of codes:

#### Code Description

- |                              |                               |
|------------------------------|-------------------------------|
| 1 Under \$1 million          | 3 \$5 million to \$10 million |
| 2 \$1 million to \$5 million | 4 Over \$10 million           |

6th block  Enter the members annual number of residential dwelling units. Choose from the following list of codes:

#### Code Description

- |                  |                    |
|------------------|--------------------|
| 1 0 units        | 4 25 to 100 units  |
| 2 1 to 10 units  | 5 101 to 500 units |
| 3 11 to 25 units | 6 over 500 units   |

7th thru 10th blocks     Enter the total number of paid employees, including the member.

11th block  Using the following list of Title Codes, enter the member's business title:

#### Code Description

- |   |                               |
|---|-------------------------------|
| A President/CEO/Owner/Principal/Partner | E Architect/Designer/Engineer |
| B VP/ General Manager                   | F Financial Manager           |
| C Construction Superintendant           | G Other Management Personnel  |
| D Sales and Marketing Manager           | H Non Managerial Personnel    |
|   | I Other _____                 |
|   | (Please Specify)              |

**Example #1:** Bill Adams is a home builder and land developer. He is also the owner of a real estate company. Adams has a total of 19 employees in both his companies. Last year he built 11 homes with a total sales value of \$900,000, and he developed 17 building lots for himself and other builders for a total market value of \$500,000. Bill Adams NAHB Membership ID Code would be

1
2
3
4
5
6
7-10
11

**Example #2:** Adelle Boyd is the owner of an architectural/design firm with 8 employees on her payroll. Last year her firm also converted an old school building into 8 apartments with a total market value of \$475,000. Adelle Boyd's NAHB Membership ID Code would be

1
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7-10
11

**Example #3:** Tom Jones is the owner of a retail appliance store with 10 employees. Tom Jones NAHB Membership ID Code would be

1
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3
4
5
6
7-10
11