

# BSC Application Information for the BSC Associate Members Building Council

## About the Building Systems Councils

The Building Systems Councils (BSC) of the National Association of Home Builders is a member organization comprised of manufacturers, builders and suppliers of log, modular, panel and concrete construction.

The Building Systems Councils is comprised of six individual groups – three manufacturing councils, one manufacturing coalition, one builders council and one associates/suppliers council. They are as follows:



- The Log Homes Council
- The Modular Home Building Council
- The Panelized Home Building Council
- The Concrete Home Building Coalition
- The BSC Associate Members Council
- The Systems Builders Council

This application is for membership in the BSC Associate Members Council. When you join the Associate Members Council, you automatically become a member of the Building Systems Councils.

## Membership Requirements

In order to join the BSC Associate Members Council, your company must:

1. Be a member of the National Association of Home Builders.
2. Be engaged in manufacturing, producing, or providing materials, products or services to the home building industry. This includes consulting and testing services, and/or individuals representing a governmental body, educational organization, the media, trade associations or other non-profit associations.
3. Agree to the Building Systems Council's Creed, which certifies that your products and/or conform to the requirements of one or more key building codes.

## How to Apply

To apply for membership, you will need to submit the following:

1. Proof of NAHB membership (p. 2)
2. A completed BSC Associate Members Council Membership Application (pgs. 3-4)
3. Signed Council Creed (p. 5)
4. Three industry references (p. 6)
5. A BSC Sponsor (p. 7)
6. Payment for the first year's membership dues (p. 8)

This application packet will walk you through the details of each of these items.

Application materials can be submitted separately or together via fax, email, or mail to:

Mail: Audrey Staples  
NAHB/Building Systems Councils  
1201 15<sup>th</sup> St. NW  
Washington, DC 20005

Fax: 202-266-8141

Email: [astaples@nahb.org](mailto:astaples@nahb.org)

Applications cannot be considered “officially submitted” until all of the materials listed above have been received.

Completed applications are reviewed by the BSC staff and then submitted to the BSC Board of Trustees. Typically, the review process takes 5-10 business days. Please note that acceptance of your application is contingent on approval by the BSC Board of Trustees. If, for any reason, your application is not approved, your membership dues payment will be returned to you within five business days of repudiation.

### **Application Assistance**

If you have any questions about the application process or in regard to the status of your application, please contact the Building Systems Councils staff at 800-368-5242 x8576.

## **NAHB Membership**

Because the Building Systems Councils is a national council of NAHB, at least one member of your company must be an active NAHB member. While you may designate any individual from the company as the primary point of contact for your membership, the company name and address on your Application must match that of the NAHB member.

If you are not a member of NAHB, you can join NAHB through an affiliated [local home builders association in your area](#) or by joining [NAHB International](#) if your company is based outside of the United States. If you are unsure if someone within your company has an active NAHB membership, please contact the Building Systems Councils staff.

This requirement must be met before you can join the BSC Associate Members Council.

NAHB Member's Name \_\_\_\_\_

NAHB Member's PIN \_\_\_\_\_

# BSC Associate Members Council Membership Application

## Membership Information

Please provide contact information for the company that wishes to join the Council.

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

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

City, State, ZIP: \_\_\_\_\_

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

Website: \_\_\_\_\_ Company Email: \_\_\_\_\_

## Primary Membership Point of Contact:

This is the individual who will be listed as your company's main point of contact, receive the Council's members-only communications, and be invoiced for membership renewal.

Name: \_\_\_\_\_ Title: \_\_\_\_\_

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

Email: \_\_\_\_\_ Fax Number: \_\_\_\_\_

## Additional Contacts:

We encourage your company to be active in the Council. In addition to the individual listed above, please let us know if there are any additional staff you wish to be involved in the Council.

Name: \_\_\_\_\_ Title: \_\_\_\_\_

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

Email: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

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

Email: \_\_\_\_\_ Fax Number: \_\_\_\_\_

**If you have additional contacts you wish to add, please copy this page and attach it.**

**Company Description**

Please tell us about your company.

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Please describe the product or service you provide to the building systems industry:

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# Building Systems Councils' Creed

Every new BSC membership application must agree to the Building Systems Councils' Creed. By signing below, you acknowledge that you have received, read and agree to abide by the Council's Creed.

\_\_\_\_\_ of \_\_\_\_\_  
Applicant's Name Company's Name

- A. To produce and market products that are well designed, soundly engineered, and assembled from materials of high quality, to uncompromising standards of workmanship or to provide services of high quality to the building industry.
- B. To produce residential structures or components that meet one of the following building codes: The FHA Minimum Property Standards, ICC International Residential Code, or a State Building Code. I also certify that residential structures produced by this company **are not** labeled with a Federal Department of Housing and Urban Development Label stating that the home is constructed in conformance with the requirements of a manufactured home as defined by U.S. Code, Title VI of The Housing and Community Development Act of 1974, Sec. 603 (6) Manufactured Home.
- C. To support the Councils and the building industry in its continuing efforts to improve the quality and value of component built housing and buildings.
- D. To support the enactment of general laws, ordinances, codes and regulations designed to improve the safety, comfort, value, and livability of component buildings and to protect the industry's image with the general public.
- E. To observe and practice fairness, frankness, and honesty in all advertising and in transactions with every segment of the industry and the general public.

Company's Name \_\_\_\_\_

Applicant's Name \_\_\_\_\_

Title \_\_\_\_\_

Signature \_\_\_\_\_

# BSC Reference Form

All BSC membership applications are required to submit three written references. These references must come from customers or persons outside of your company who are familiar with your company and involved in the home building industry. You are welcome to gather the references directly and submit them with your application or have your references fax the Reference Form below to the Building Systems Councils directly at 202-266-8141.

## Membership Reference Form

BSC Applicant: \_\_\_\_\_  
(Company applying for membership in the BSC)

Reference's Name: \_\_\_\_\_

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

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

Street Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

1. Please describe the nature of your business: \_\_\_\_\_  
\_\_\_\_\_

2. How many years have you known the applicant? \_\_\_\_\_

3. Briefly state how you are acquainted with the applicant: \_\_\_\_\_  
\_\_\_\_\_

4. Do you know of any reason the applicant cannot meet the obligations described in the Council's Creed:

- No.
- Yes. If yes, please state why: \_\_\_\_\_

Signature of Reference: \_\_\_\_\_

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**Please fax this form to: 202-266-8141      or mail to: NAHB/Building Systems Councils  
1201 15<sup>th</sup> Street, NW  
Washington, DC 20005**

# BSC Sponsor Form

Every application must contain the name of a current BSC member who has agreed to sponsor your company as a member.

Your sponsor both endorses your application and agrees to help introduce you to the Council. A sponsor can be a fellow manufacturer, supplier, or builder. If you need help identifying a potential sponsor, please contact the Building Systems Councils staff.

The following member of the Building Systems Councils has agreed to sponsor our membership in the BSC. I understand that my sponsor will be available to advise our company on activities of the BSC and that I may call upon this person for advice on getting involved with the BSC.

I have talked to this person and understand that the value of our membership depends on our involvement in the Councils.

Sponsor's Name \_\_\_\_\_

Sponsor's Company \_\_\_\_\_

# BSC Associate Members Council Membership Dues

## BSC Membership Dues

Membership dues are dependent upon your annual sales volume in the building systems market. Please use the chart below to calculate the appropriate membership dues for your company.

Effective Jan. 1, 2009, the BSC Membership dues are:

<b>Annual Sales Volume</b>	<b>BSC Dues</b>
___ \$0-4.99 million	\$540
___ \$5-9.99 million	\$840
___ \$10-14.99 million	\$1140
___ \$15-19.99 million	\$1500
___ \$20-24.99 million	\$1800
___ Over \$25 million	\$2100

**Dues:** \_\_\_\_\_

### Payment Type:

Check \$\_\_\_\_\_     Credit Card \$\_\_\_\_\_

Visa/MasterCard/AMEX #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

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

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

Membership dues may be paid by check or credit card. Checks should be made payable to NAHB. If paying by credit card, please fax application to 202-266-8141. If the billing address for the credit card differs from the member contact address listed above, please provide credit card billing address information as well.

**Payments are not deductible as charitable contributions for federal tax purposes.**