

## Membership Application

The Only Association Dedicated Exclusively to the Modular Home Industry

**PLEASE COMPLETE THE FOLLOWING**

Company \_\_\_\_\_

Official Representative \_\_\_\_\_ Title \_\_\_\_\_

Mailing Address \_\_\_\_\_ City, State, Zip, Country \_\_\_\_\_

Shipping Address \_\_\_\_\_ City, State, Zip, Country \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_ Website \_\_\_\_\_

Name of company that is referring and/or sponsoring the new member:

*Please note: If you do not have a sponsor, MHBA will provide one for you.*

Additional Company Contacts:

Name \_\_\_\_\_ Email \_\_\_\_\_

Name \_\_\_\_\_ Email \_\_\_\_\_

**MEMBERSHIP DUES SCHEDULE**

**ANNUAL MEMBER FEE STRUCTURE - PLEASE CHECK BELOW:**

Manufacturer Dues - Based on annual gross revenues attributable to residential factory-built structures (excluding HUD)

- |  |         |  |         |
|--|---------|--|---------|
| <input type="checkbox"/> \$0 - \$999,999   | \$ 500  | <input type="checkbox"/> \$10 - \$29,999,999   | \$3,000 |
| <input type="checkbox"/> \$1 - \$4,999,999 | \$1,000 | <input type="checkbox"/> \$30,000,000 and over | \$4,000 |
| <input type="checkbox"/> \$5 - \$9,999,999 | \$2,000 |  |         |

*(Each separately named company/division/affiliate may check the box below to list separate divisions/ affiliates)*

Manufacturer Division Listing = \$250 per listing (Please note: Companies do not qualify for full member services)

- Associate – *Supplier of Services, Materials, Equipment, or Financial* = \$500
- Builders = \$500
- Individual – *Student or Academic* = \$100 (Please note: Individual membership is not open for employees of companies engaged in modular construction)

**PAYMENT INFORMATION**

Membership Dues (from Schedule above) \$ \_\_\_\_\_

- My check # \_\_\_\_\_ is enclosed.
- Please charge to my credit card:
- MasterCard
  - VISA
  - Discover

Modular Home Builders Association  
 944 Glenwood Station Ln., Suite 204  
 Charlottesville, VA 22901 USA  
 info@modularhome.org  
 Fax: 434-296-3361

Card #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ Security Code: \_\_\_\_\_

Cardholder Name (print): \_\_\_\_\_ Signature: \_\_\_\_\_

# Manufacturer/Builder Membership Application Interview

(If you are applying for an Associate membership please use interview on pages 3-5)

**REGIONS OF BUSINESS** Please indicate areas of business.

---

## United States

- |                                      |  |   |   |  |
|--------------------------------------|--|---|---|--|
| <input type="checkbox"/> Alabama     | <input type="checkbox"/> Idaho         | <input type="checkbox"/> Minnesota      | <input type="checkbox"/> North Dakota   | <input type="checkbox"/> Vermont         |
| <input type="checkbox"/> Alaska      | <input type="checkbox"/> Illinois      | <input type="checkbox"/> Mississippi    | <input type="checkbox"/> Ohio           | <input type="checkbox"/> Virginia        |
| <input type="checkbox"/> Arizona     | <input type="checkbox"/> Indiana       | <input type="checkbox"/> Missouri       | <input type="checkbox"/> Oklahoma       | <input type="checkbox"/> Washington      |
| <input type="checkbox"/> Arkansas    | <input type="checkbox"/> Iowa          | <input type="checkbox"/> Montana        | <input type="checkbox"/> Oregon         | <input type="checkbox"/> Washington D.C. |
| <input type="checkbox"/> California  | <input type="checkbox"/> Kansas        | <input type="checkbox"/> Nebraska       | <input type="checkbox"/> Pennsylvania   | <input type="checkbox"/> West Virginia   |
| <input type="checkbox"/> Colorado    | <input type="checkbox"/> Kentucky      | <input type="checkbox"/> Nevada         | <input type="checkbox"/> Rhode Island   | <input type="checkbox"/> Wisconsin       |
| <input type="checkbox"/> Connecticut | <input type="checkbox"/> Louisiana     | <input type="checkbox"/> New Hampshire  | <input type="checkbox"/> South Carolina | <input type="checkbox"/> Wyoming         |
| <input type="checkbox"/> Delaware    | <input type="checkbox"/> Maine         | <input type="checkbox"/> New Jersey     | <input type="checkbox"/> South Dakota   |  |
| <input type="checkbox"/> Florida     | <input type="checkbox"/> Maryland      | <input type="checkbox"/> New Mexico     | <input type="checkbox"/> Tennessee      |  |
| <input type="checkbox"/> Georgia     | <input type="checkbox"/> Massachusetts | <input type="checkbox"/> New York       | <input type="checkbox"/> Texas          |  |
| <input type="checkbox"/> Hawaii      | <input type="checkbox"/> Michigan      | <input type="checkbox"/> North Carolina | <input type="checkbox"/> Utah           |  |

**BUILDING HOMES** Indicate the home types and sizes provided.

---

- |                                       |                                       |  |   |
|---------------------------------------|---------------------------------------|--|---|
| <input type="checkbox"/> Single-Story | <input type="checkbox"/> Ranch        | <input type="checkbox"/> Chalet          | <input type="checkbox"/> 2,000 or less sqft |
| <input type="checkbox"/> Two-Story    | <input type="checkbox"/> Colonial     | <input type="checkbox"/> Modern "Prefab" | <input type="checkbox"/> 2,000 – 5,000 sqft |
| <input type="checkbox"/> Energy Star  | <input type="checkbox"/> Custom       | <input type="checkbox"/> Contemporary    | <input type="checkbox"/> Over 5,000 sqft    |
| <input type="checkbox"/> Net Zero     | <input type="checkbox"/> Multi-Family | <input type="checkbox"/> Raised Ranch    |   |
| <input type="checkbox"/> Cape         | <input type="checkbox"/> Log Home     | <input type="checkbox"/> Panelized       |   |

## COMPANY DESCRIPTION & LOGO

---

The company should provide by email a 50-100 word company description and color logo as a JPG file to appear in the member links section of the MBI website. This information can be entered in the database in the company-level record on the application page.

Will the company be providing a description and logo?

## REFERRING COMPANY

---

Name of company that is referring and/or sponsoring the new member:

# Associate Membership Application Interview

(If you are applying for a Manufacturer/Builder membership please use interview on page 2 & 5)

**REGIONS OF BUSINESS** Please indicate areas of business.

## United States

- |                                      |  |   |   |  |
|--------------------------------------|--|---|---|--|
| <input type="checkbox"/> Alabama     | <input type="checkbox"/> Idaho         | <input type="checkbox"/> Minnesota      | <input type="checkbox"/> North Dakota   | <input type="checkbox"/> Vermont         |
| <input type="checkbox"/> Alaska      | <input type="checkbox"/> Illinois      | <input type="checkbox"/> Mississippi    | <input type="checkbox"/> Ohio           | <input type="checkbox"/> Virginia        |
| <input type="checkbox"/> Arizona     | <input type="checkbox"/> Indiana       | <input type="checkbox"/> Missouri       | <input type="checkbox"/> Oklahoma       | <input type="checkbox"/> Washington      |
| <input type="checkbox"/> Arkansas    | <input type="checkbox"/> Iowa          | <input type="checkbox"/> Montana        | <input type="checkbox"/> Oregon         | <input type="checkbox"/> Washington D.C. |
| <input type="checkbox"/> California  | <input type="checkbox"/> Kansas        | <input type="checkbox"/> Nebraska       | <input type="checkbox"/> Pennsylvania   | <input type="checkbox"/> West Virginia   |
| <input type="checkbox"/> Colorado    | <input type="checkbox"/> Kentucky      | <input type="checkbox"/> Nevada         | <input type="checkbox"/> Rhode Island   | <input type="checkbox"/> Wisconsin       |
| <input type="checkbox"/> Connecticut | <input type="checkbox"/> Louisiana     | <input type="checkbox"/> New Hampshire  | <input type="checkbox"/> South Carolina | <input type="checkbox"/> Wyoming         |
| <input type="checkbox"/> Delaware    | <input type="checkbox"/> Maine         | <input type="checkbox"/> New Jersey     | <input type="checkbox"/> South Dakota   |  |
| <input type="checkbox"/> Florida     | <input type="checkbox"/> Maryland      | <input type="checkbox"/> New Mexico     | <input type="checkbox"/> Tennessee      |  |
| <input type="checkbox"/> Georgia     | <input type="checkbox"/> Massachusetts | <input type="checkbox"/> New York       | <input type="checkbox"/> Texas          |  |
| <input type="checkbox"/> Hawaii      | <input type="checkbox"/> Michigan      | <input type="checkbox"/> North Carolina | <input type="checkbox"/> Utah           |  |

**PRODUCTS AND SERVICES** Please indicate products and services provided.

## Accessibility

- Elevators
- Railing
- Ramps
- Stairs

## Computers & Publications

- Computer Systems
- Laser Projection
- Publications
- Software

## Doors & Windows

- Blinds & Curtains
- Door Hardware
- Doors
- Skylights
- Window Hardware
- Windows

## Electrical

- Data Communication
- General Electric

## Equipment & Tools

- Axles
- Chassis
- Cutting
- Frames
- Hitches
- Mirrors
- Pneumatic
- Tires

## Fasteners & Foundations

- Anchors
- Concrete
- Connector Plates
- Fastening Systems
- Nails, Screws, Nuts, & Bolts
- Piers

## Financial

- Accounting
- Bonding
- Finance & Leasing
- Insurance
- Taxes

## Finishing, Interior & Exterior

- Adhesives
- Brick
- Carpeting
- Ceilings
- Cladding
- Decking
- Drywall
- Fencing
- Flooring
- Millwork
- Molding
- Paint
- Partitions
- Shelving
- Siding
- Skirting
- Vinyl Siding
- Wall Panels, Exterior
- Wall Panels, Interior

## Foundations

- Anchors
- Concrete
- Piers

## Furnishings

- Appliances
- Cabinetry
- Counter Tops
- Furniture
- Lighting

## Heating & Air Conditioning

- Air Conditioning
- Fans
- Heat Pumps
- HVAC Systems
- Instrumentation & Controls
- Radiant Heat
- Registers
- Ventilation
- Wall Heaters

## Plumbing

- Accessories
- Fixtures
- General Plumbing
- Water Heaters

## Roofing

- Fluid-Applied
- Membranes
- Roofing Systems
- Sealants, Roofing

## Safety & Security

- Alarms
- Door & Window Guards
- Fire Suppression

## Services

- CAD
- Consultants
- Contractors, General
- Contractors, Mechanical
- Data Control
- Design & Engineering
- Indoor Air Quality
- Marketing
- Plan Review
- Renovation & Repairs
- Set-Up & Transportation
- Site Preparation
- Third Party Inspection
- Warranties

## Structural Metals

- Steel Beams

## Thermal & Moisture Protection

- Caulk
- Insulation
- Moisture Barriers
- Sealants
- Shrinkwrap
- Phase Change Materials

## Wood

- Fire-Retardant Wood
- General Lumber
- Plywood

**COMPANY DESCRIPTION & LOGO**

---

The company should provide by email a 50-100 word company description and color logo as a JPG file to appear in the member links section of the MBI website. This information can be entered in the database in the company-level record on the application page.

Will the company be providing a description and logo?

**REFERRING COMPANY**

---

Name of company that is referring and/or sponsoring the new member:

## CODE OF BUSINESS CONDUCT

The Modular Home Builders Association has adopted these guidelines to promote and maintain high standards of professional service and business conduct among its members and the industry.

Individuals should refer to their own corporate conduct or ethics guidelines where such programs exist. In addition to corporate programs, MHBA has developed this industry code of conduct for our member companies and their employees (collectively referred to as members) as minimally acceptable standards of conduct:

- A member shall not give or accept gifts from suppliers, customers or other business associates that create the appearance that the gift giver is entitled to preferential treatment, an award of business or better pricing.
- A member shall not give or accept gifts of cash, gifts prohibited by law, or gifts given as bribes, kickbacks or to secure an improper business advantage.
- A member shall not give or receive gifts in the form of services or other non-cash benefits, such as the promise of employment.
- A member shall not knowingly misrepresent information concerning his or her financial and professional business background.
- A member shall not knowingly make misrepresentations about his or her company, competitors, or the association.
- A member shall not knowingly make misrepresentations about his or her products or services, including using photographs, logos, images, or other work from another company without first obtaining permission from that source and citing the source when publicly used.
- A member shall maintain all required licenses, certifications, and approvals and shall make a good faith effort to follow all applicable local, state, and federal rules and regulations.

In addition to this Code of Conduct, MHBA expects its members to follow these guidelines regarding professional behavior:

As members of the Modular Home Builders Association, we pledge:

- To improve individual competence and advance the knowledge and proficiency of the industry through continuing education and learning opportunities.
- To promote greater awareness of modular construction methods and practices.
- To treat suppliers, manufacturers, and vendors in a professional manner and as part of the project team.
- To promote safety and quality in our projects and within our company for the safety of employees, vendors, sub contractors, and the general public.
- To participate to the best of our ability in the promotion of the industry.
- To adhere to honesty and integrity and to generally accepted principles of professional conduct.
- To work together with the manufacturer/builder to the greatest extent possible to resolve issues arising from customer dissatisfaction.
- And to adhere to the articles of the Code of Business Conduct as adopted by the governing Board of the Modular Home Builders Association.

*I agree to abide by the Bylaws governing the Modular Home Builders Association (MHBA) and the policies established by the Board of Directors. I have read and adhere to the MHBA Code of Business Conduct.*

---

***Signature of Official Representative***

***Title***

***Date***