

APPLICATION FOR MEMBERSHIP

MASTER BUILDERS ASSOCIATION

Please return completed application to: Master Builders Association. GPO Box 544, MELBOURNE VIC 3001



MEMBERSHIP CATEGORIES (CHOOSE ONE ONLY)

- General Contractor (non residential)
(Registered Practitioner CB-U, CB-L, Low or Med. Rise)
- General Contractor – Provisional
(Registration Pending)
- Specialist Contractor (non residential)
- Housing Sub-Contractor
Please specify Trade
- House Builder (residential)
(Registered Practitioner DB-U)
- House Builder – Provisional
(Registration Pending)
- Master Tradesman
(Registered Practitioner DB-L)
- Master Tradesman – Provisional
(Registration Pending)
- Associate (eg. Architect, Draftsperson)
- Materials, Manufacturing & Supply
- Engineering Construction

PLEASE USE BLOCK LETTERS

A. PREVIOUS MEMBERSHIP

Has the applicant previously held Membership or previously applied for Membership with the Master Builders Association of Victoria? If so, please provide Membership Number or details of previous application.

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B. APPLICANT

(a) Name of Legal Entity (Member):

Please tick appropriate box: Sole Trader: Partnership: Company: Trust:

(b) Trading Name: (if different from above)

ACN: (if company) ABN:

(c) Nature of Business

(d) Postal Address:

..... Post Code:

(e) Business Address: (if different from above)

..... Post Code:

(f) Business Phone: () Fax: ()

(g) Email Address:

(h) Incolink Number: (i) Web Address

(j) Estimated Annual Turnover (please tick box)

- Domestic Less than \$2M \$2M-\$5M \$5M-\$10M \$10M-\$20M \$20M +
- Commercial Less than \$5M \$5M-\$15M \$15M-\$25M \$25M-\$50M \$50M +

(k) Number of Employees

(l) Reason for joining

NOTES FOR CROSS SELL PURPOSES/OTHER

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C. AUTHORISED REPRESENTATIVE

The person nominated as the Authorised Representative will receive all communications relating to the membership, building industry updates and will be eligible to vote on Association matters.

Name:
Position / Title:
Date of Birth: / / Sex: Male / Female (Circle one)
Private Address:
..... Post Code:
Private Phone: Mobile:
Email Address:
Year commenced in building industry:
Did you complete an Apprenticeship?: YES/NO (Circle one)
If YES, what is your Trade? (eg. Carpenter)
Additional qualifications relevant to the building industry:
 Diploma Associate Diploma Degree Certificate
BPB Registration Number (if applicable): Expiry Date: / /

D. PERSON IN CHARGE OF CONSTRUCTION (if different from above)

(Not applicable for Materials, Manufacturing & Supply or Associate membership)

Name: Position/Title:
Date of Birth: / / Sex: Male / Female (Circle one)
Private Address:
..... Post Code:
Private Phone: Mobile:
Email Address:
Year commenced in building industry:
Did you complete an Apprenticeship?: YES/NO (Circle one)
If YES, what is your Trade? (eg. Carpenter)
Additional qualifications relevant to the building industry:
 Diploma Associate Diploma Degree Certificate
BPB Registration Number (if applicable): Expiry Date: / /

E. ADDITIONAL PARTNER/DIRECTOR/KEY STAFF MEMBER

Name:
Position / Title:
Date of Birth: / / Sex: Male / Female (Circle one)
Private Address:
..... Post Code:
Private Phone: Mobile:
Email Address:
Year commenced in building industry:
Did you complete an Apprenticeship?: YES/NO (Circle one)
If YES, what is your Trade? (eg. Carpenter)
Additional qualifications relevant to the building industry:
 Diploma Associate Diploma Degree Certificate
BPB Registration Number (if applicable): Expiry Date: / /

F. CRIMINAL OFFENCE AND POLICE CHECK

Has the Applicant (and/or any of its partners, directors, trustees, managers etc) ever been **charged or convicted** of any criminal offence?

Charged NO YES Convicted NO YES

If YES, please attach documentation setting out full details of all relevant circumstances.

My/our declaration and execution of the Application in item "K" also attests that I/we consent to Master Builders obtaining a National Police Check. In the event that the police check demonstrates a criminal record, charge or matter under investigation, I understand that the Master Builders has the ultimate discretion as to whether my application is accepted for membership.

G. BANKRUPTCY / INSOLVENCY

- (a) If the applicant is a sole trader, has he or she ever been bankrupt or insolvent?
(b) If the applicant is a partnership, have any of the partners ever been bankrupt or insolvent?
(c) If the applicant is a corporation, has its secretary, or any of its directors, officers, managers or controllers ever been declared bankrupt, insolvent or placed in administration;
or
a director, secretary, officer, manager or controller of another corporation, or trustee of a trust, that had committed an act of insolvency?
(d) If the applicant is a trust, have any of its trustees ever been declared bankrupt, insolvent or placed in administration;
or
a director, secretary, officer, manager or controller of another corporation, or trustee of a another trust, that had committed an act of insolvency?

NO YES If YES, please attach documentation setting out full details of all relevant circumstances.

H. BUILDING PROSECUTIONS AND DISPUTES

- (a) Has the applicant ever (and/or any of its partners, directors, trustees, officers, managers etc)
- been successfully prosecuted by the authorities in connection with breaches or infringements of laws pertaining to their building or construction activities? or
- had the Building Practitioners' Board review the fitness of any building practitioner on whose registration the Applicant relies on to practice as a building practitioner? or
- been involved in any unresolved prosecution or review of the kinds referred to above?
(b) Has the applicant ever (and/or any of its partners, directors, trustees, officers, managers etc)
- been involved in any contractual dispute arising from the Applicant's building or construction activities, where assistance by a neutral party (e.g. conciliator, mediator, arbitrator, adjudicator, tribunal, Court) is being or was required to resolve the dispute?

NO YES If YES, please attach documentation setting out full details of all relevant circumstances.

I. REFEREES

All Applicants must supply four (4) referees.

Referees **MUST** include:

- at least one Registered Building Practitioner, who is well known to you

And a combination of the following:

- Master Builder member
- Client; or
- Relevant industry professional

Full Name of Referee	Company	Contact Number	Relationship to Applicant
1.....
2.....
3.....
4.....

PLEASE READ CAREFULLY BEFORE SIGNING

J. STATEMENT BY APPLICANT(S) FOR CREDIT

I/We the Applicant(s) by declaring and accepting this application below, also attest to the following statement:

- (i) my/our consent to Master Builders obtaining credit reporting information about me/us pursuant to section 20F, Item 2 of the Privacy Act 1988; and
- (ii) my/our consent to Master Builders obtaining personal and credit eligibility information about me/us, for the purpose of assessing my/our application for commercial credit, from other credit providers whose names I/we have supplied to Master Builders or who may be named in a credit report pursuant to section 21J(1) of the Privacy Act 1988; and
- (iii) my/our acknowledgement of, and undertaking to comply with Master Builders' terms of trade, which are NET 30 DAYS FROM RECEIPT OF INVOICE; and
- (iv) my/our undertaking to immediately advise Master Builders of any relevant change in my/our circumstances (change of ownership, change of management structure or personnel, change of contact details etc).

K. DECLARATION

I/We the Applicant(s), or (where appropriate) on behalf of the Applicant make the following declarations:

- (i) To the best of my/our knowledge all information supplied herein is true and correct in every particular;
- (ii) If accepted as a member of the Master Builders, the Applicant will be bound by the Association's Constitution, Rules and any Codes, including any State or National Code of Practice for the Building and Construction Industry and by-laws and rules made in conformity of same and as amended from time to time;
- (iii) I/We acknowledge and accept that, in the event that the Applicant should at any time in the future resign or be terminated from membership of the Master Builders;
 - all outstanding amounts (including but not restricted to Membership dues) accrued by the Applicant as owing to the Master Builders may be sued for and recovered;
 - these amounts will accrue up to the date on which the said resignation takes effect under the Constitution; and
 - will not be entitled to a refund (either wholly or pro-rata) of membership fees paid whatsoever.
- (iv) I/We have received, read and understood the Master Builders Privacy Policy. I/We consent to the use of my/our personal information set out in Section 4 of the Statement, unless expressly provided for in this Application;
- (v) I am/we are fully authorised to act on behalf of the Applicant and to bind the Applicant in every particular concerning this Application, and the obligations and undertakings contained herein.

Signature/s of Applicant/s:

Signature/s of Applicant/s:

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Name: (Please print)

Name: (Please print)

Position:

Position:

Date:

Date:

Signature/s of Witness*:

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Position:

Name: (Please print)

Date:

* The witness may be a Bank Manager, Accountant, commissioner for taking affidavits, Solicitor, Justice of the Peace, legally qualified medical practitioner, Councillor of any municipality, Town Clerk or Shire Secretary, postmaster, teacher, school principle, police officer, Minister of religion or a representative of the Master Builders Association of Victoria.

MASTER BUILDERS AREA MANAGER: (please print).....

DATE:

L. FEES PAYABLE

Payment Method: Credit Card Cheque* Direct Debit*

Joining Fee**: \$ Membership Fee: \$ Total Fee payable: \$

Card Holder: VISA MasterCard

Credit Card Number: Expiry Date: /

PLEASE NOTE: A \$25 fee will be charged if Cheque or Direct Debit payments are dishonoured *
The Joining Fee cannot be included in monthly Direct Debit payments **