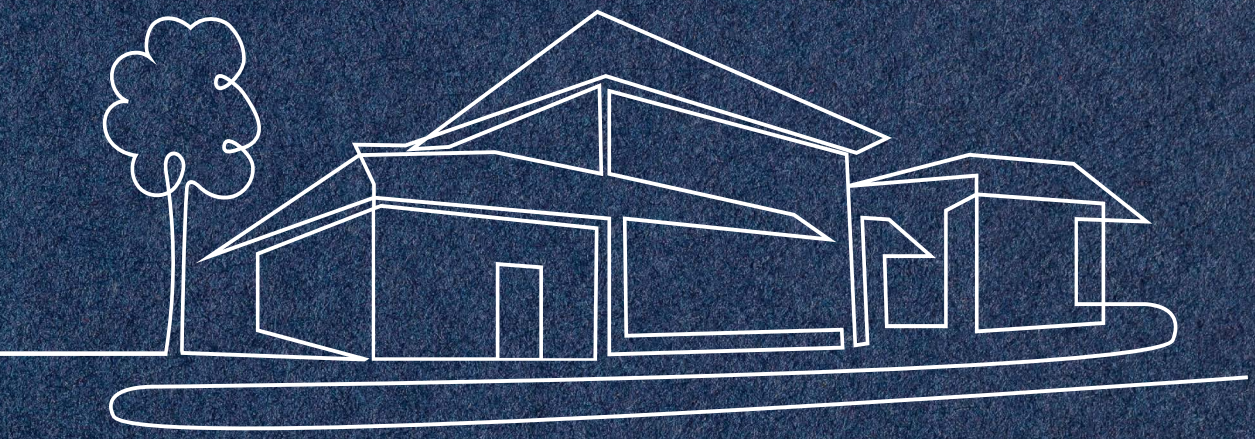


Regina & Region
Home Builders'
Association

Members of the RRHBA have been building and transforming communities throughout Regina and Area since 1955.

Builder Membership Application Package



REGINA & REGION HOME BUILDERS' ASSOCIATION
BUILDER MEMBERSHIP

Shall be open to any person, firm or corporation who demonstrates to the satisfaction of the Board of Directors that they are an experienced builder of houses or residential structures and carries coverage with a Warranty Provider that requires that all eligible homes to be enrolled and that meets the minimum criteria requirements as set out by Canada Mortgage & Housing Corporation Insurance. The builder must successfully complete the required education and training courses as specified from time to time by the Board of Directors.

Members are obligated to abide by the Association's Code of Ethics...

CODE OF ETHICS

Consumers know that when they deal with a company displaying the Regina & Region Home Builders' Association logo they are dealing with a company committed to professional standards for the residential construction industry.

- Members shall comply with applicable building codes of Canada as a minimum standard for construction and shall work toward its improvement in the interests of structural sufficiency, safety, and health.
- Members shall plan their sites and homes to conform to the principles of good community planning and support for the environment.
- Members shall deal justly with their employees, subcontractors, and suppliers of all goods and services.
- Members shall deal honestly and fairly with their customers and stand behind the quality of their work and service commitments.
- Members shall exchange information and experience, and encourage research on materials, technical advancements and building techniques in order to provide the best value for their customers.
- Members shall avoid all conduct or practice detrimental to the house building industry, to the Association, to the Association administration, to the good name or reputation of any of its members, administration and staff or its customers.
- Members shall comply with the Association Brand and Logo policy.
- Members shall commit to continuing learning through human resource policies and practices, including employment practices which treat employees as assets.
- Members shall actively promote health and safety principles.
- Members shall treat their competitors, including their property and ideas, with respect.

These responsibilities are freely and solemnly assumed as they form part of an obligation as Members of the Regina & Region Home Builders' Association, Inc.

APPROVAL PROCESS

- Applicants submit a completed application form, including two industry (prefer RRHBA members) references and payment.
- Applicants are profiled to our members via email and are subject to approval by the Board of Directors.
- New members have a one-year probationary period.

CONTACT INFORMATION

Jason Christbason
Membership & Builder Relations Manager
Phone: (306) 546-5226
j.christbason@reginahomebuilders.com

RRHBA Builder Membership Application Form

Please ensure you complete the entire application

Company: _____

Address: _____

City: _____

Province: _____

Postal Code: _____

Main Phone: _____

Main Email: _____

Website: _____

Facebook: _____

Instagram: _____

Twitter: _____

LinkedIn: _____

YouTube: _____

Business Start Date: _____

Type of Business:

- ○ Private
- ○ Public
- ○ Franchise

Company Principals: _____

Company Description:

Reason for Joining:

- ○ Networking
- ○ Education
- ○ Advocacy
- ○ Marketing
- ○ Other: _____

How Did You Hear About Us:

- ○ Referred by Industry Partner
- ○ Contacted by RRHBA Staff
- ○ Social Media
- ○ Past Member
- ○ Other: _____

Third Party Warranty Provider:

- ○ National Home Warranty Group Inc.
- ○ Progressive Home Warranty Ltd.
- ○ Saskatchewan Warranty Program
- ○ The New Home Warranty Insurance (Canada) Corporation

  Registration #: _____

Primary Contact for RRHBA:

Position/Title: _____

Phone: _____

Email Address: _____

Cell Phone: _____

_____

Industry References: *(preferably RRHBA Members)*

Company: _____

Contact: _____

Phone: _____

Company: _____

Contact: _____

Phone: _____

CASL CONSENT

By providing an email address you agree to receiving emails, newsletters, invitations, event notices, notifications and other information that is relevant to you and your business and/or the Regina & Region Home Builders' Association and the Spring Home Show. You can unsubscribe from receiving such materials at any time.

APPLICANT DECLARATION

- I hereby make application for membership in the Regina & Region Home Builders' Association and submit payment for membership fees.
- I certify that none of the principals of this company have been refused membership, refused renewal of membership or had membership revoked by any level of the Canadian Home Builders' Association (CHBA), across Canada.
- I state that all information contained on this application is true and accurate and I authorize the Association to undertake investigative procedures to confirm the accuracy of the application information, and to conduct reference checks.
- Should my application be rejected, I agree to fully indemnify and save harmless the Association and its directors from any and all loss, cost, claims or damage of whatever kind and however arising as a result of such refusal of this application.

COMMITMENT TO RRHBA CODE OF ETHICS

I acknowledge that I have read the Regina & Region Home Builders' Association's Code of Ethics and promise to operate my firm in accordance with the spirit and intent of the Code. These responsibilities are freely and solemnly assumed and are part of an obligation as a member of RRHBA. I understand that violation of any portion of the Code of Ethics will be subject to disciplinary procedures set out in the Association's by-laws.

INFORMATION DISCLOSURE CONSENT

RRHBA promotes its membership and fosters communication within the industry and with consumers through directories, websites, etc. I consent that the information contained in this application may be used for such purposes (banking and credit card information exempted) by RRHBA, and CHBA.

BUILDER DECLARATION

- I commit that all new homes built by our company that are eligible for warranty coverage will be enrolled in a new home warranty program.
- I commit that our company will achieve and maintain the required designations set out by the Certified Professional Home Builder Program.
- I agree that, where an Association-required voluntary workplace health and safety program is available, our company will participate in the program.
- I agree to comply with all applicable building codes as a minimum standard for construction.

Date: _____

Company: _____

Name: _____

Position: _____

Signature: _____

The Board of Directors reserves the right to reject any application for membership in the Association or to defer consideration of an application.

Applicants requesting membership in the "Builder" category are required to complete the first four modules of the Certified Professional Home Builder Program and be a member of a recognized third party new home warranty program.

PAYMENT INFORMATION

INVESTMENT: *(Plus GST)*

- ○ Builder - Up to 5 Homes: $2,100
- ○ Builder - 6 to 10 Homes: $2,500
- ○ Builder - 11 to 15 Homes: $2,900
- ○ Builder - 16 to 20 Homes: $3,300
- ○ Builder - 21 to 40 Homes: $4,200
- ○ Builder - 41 & Over Homes: $4,900

- Fee includes fees to CHBA
- The full fee is paid up front, and must accompany the membership application. However, when you renew your membership, you will get a credit depending on when in the fiscal year your application was approved.
- At the time of renewal your company will be charged for the according tier based on the City of Regina permits.
- Membership fees are non-refundable if membership is cancelled part way through the 12 months.

Method of Payment:

○ **Cheque** - Make cheques payable to the **Regina & Region Home Builders' Association**

○ **Visa / MC**

Credit Card Number: _____

Expiry Date: _____

Name on Card: _____

Signature of Card Holder: _____

Date: _____

Payment must accompany the completed application form.

COMPLETED FORMS CAN BE RETURNED TO

Mail:

Regina & Region Home Builders' Association
#100-1801 MacKay Street
Regina, Saskatchewan, S4N 6E7

Email:

j.christbason@reginahomebuilders.com

Certified Professional Home Builder Program

Rate Card:

- RRHBA Members - Modules: $225
- Non-Member - Modules: $275
- RRHBA Members - Exams: $75
- Non-Member - Exams: $125

New Home Builder Applicants: (*applying for membership*)

- The first 4 modules & exams have a fee (*non-member rate*)
  - 4 x $275.00 per module = $1,100.00
  - 4 x $125.00 per exam = $500.00
    - Total = $1,600.00 + RRHBA Membership Fee

New home builder applicants can complete any 4 out of the 11 modules/exams for the application process

- Building Codes
- Communication
- Customer Service
- Marketing & Sales
- Legal Issues in Housing
- Construction Technology
- Business Planning & Management
- Financial Planning & Management
- Project Management & Supervision
- Human Resources Planning & Management
- Leadership for Safety Excellence
  - This course is administered by the Saskatchewan Construction Safety Association, contact them at 306.525.0175 or www.scsaonline.ca and search for available course dates

- New home builder applicants can split the modules/exams between their team or one individual can complete all 11 modules/exams. We suggest that once the first four modules have been completed and RRHBA membership has been approved, that company team members take the CPHBP modules/exams to have CPHBP certification
- New home builder members have until the end of their probation (12 months) to complete the entire CPHBP certification, the remaining modules are at no charge
- New home builder applicants must pay prior to receiving access to the CPHBP modules/exams
- Minimum passing grade for the ten online modules/exams that the RRHBA administers is 80%
- If the minimum passing grade is not attained, the person will have to retake the module/exam, and pay prior to access being granted (just the exam fee)

RRHBA Builder Members:

- No Charge for modules or exams
- Current members will not be able to renew their membership in the upcoming renewal year if the CPHBP modules/exams are not completed and maintained. This means if Tom Smith completed the Building Codes and Construction Technology exams and has left your company, another team member must take the modules/exams again, in order for your company to be a CPHBP certified builder member
- Builder members must have their CPHBP certification completed to enter any of the Master Award categories to be eligible to win

CPHBP Course Administrator:
Jason Christbason - Membership & Builder Relations Manager
(306) 546-5226
j.christbason@reginahomebuilders.com
www.certifiedprofessionalhomebuilderprogram.ca

Warranty Providers

National Home Warranty Group
Ph: (780) 702-5064
www.nationalhomewarranty.com

Saskatchewan Home Warranty
Ph: (306) 539-2145
www.saskhw.com

Progressive Home Warranty
Ph: (780) 470-4663
www.progressivewarranty.com

The New Home Warranty Insurance (Canada) Corporation
Ph: (800) 352-8240
www.nhwicc.com