

# APPLICATION FOR MEMBERSHIP

## EAST CAPE MASTER BUILDERS' AND ALLIED INDUSTRIES ASSOCIATION

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### 1. APPLICANT (Please use block letters throughout)

- (a.) Business / Company Name: \_\_\_\_\_ Reg. No.: \_\_\_\_\_
- (b.) Trading Name: (if different from above i.e., t/a) \_\_\_\_\_
- (c.) Magisterial Districts in which you operate: \_\_\_\_\_
- (d.) Street Address: \_\_\_\_\_  
Suburb: \_\_\_\_\_  
City / Town: \_\_\_\_\_ Postal Code: \_\_\_\_\_
- (e.) Postal Address: (Postal service must exist) \_\_\_\_\_  
City / Town: \_\_\_\_\_ Postal Code: \_\_\_\_\_
- (f.) Telephone Numbers: Business: \_\_\_\_\_ Home: \_\_\_\_\_  
Cell Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_  
E-mail Address: \_\_\_\_\_ Business Website: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Tel. Number: \_\_\_\_\_  
Your Accounts Department: Name: \_\_\_\_\_ E-mail Address: \_\_\_\_\_
- (g.) **Membership / Categories:** (Tick applicable block)  
 Building Contractor     Subcontractor     Associate     Labour Only  
 Labour Only Subcontractor: State Trade: \_\_\_\_\_
- (h.) **Average Annual Turnover:** (Tick applicable block)  
 Less than R5 million     R5 to R15 million     R15 to R50 million     R50 tot R100 Million     Over R100 Million
- (i.) **Present Number of Employees:**  
 Artisans     Learners     Trainees     Other\*     TOTAL  
 \* Other includes General Workers, Semi-skilled Labourers, Journeyman's Assistants and Drivers

### 2. DIRECTORS / PARTNERS / MEMBERS DETAILS

Please provide full names, private addresses and phone numbers of ALL Directors, Partners or Members.

Name: (in full)	Address:	Identity Number:
_____	_____	_____
_____	_____	_____
_____	_____	_____

#### FOR OFFICE USE ONLY

**Subscription Payment** Entrance Fee: \_\_\_\_\_  
 Current Year Subs: \_\_\_\_\_  
 Following Year Subs: \_\_\_\_\_  
**TOTAL:** \_\_\_\_\_

Method of Payment: (Tick whichever is applicable below)

Cash     Debit Order     Other

Receipt No.: \_\_\_\_\_ Date: \_\_\_\_\_

Capture Date: \_\_\_\_\_ Membership No.: \_\_\_\_\_

### 3. PREVIOUS MEMBERSHIP

If you have previously been a member or applied for membership with the East Cape Master Builders' Association, please state the details (i.e., Company / Business name) and previous membership number if available.

Name: \_\_\_\_\_ Number: \_\_\_\_\_

### 4. PERSON IN CHARGE OF CONSTRUCTION

Please provide particulars of the person in charge of construction and / or supervision of building operations:

- (a.) Name: (in full) \_\_\_\_\_
- (b.) Total period in building industry: \_\_\_\_\_ years.
- (c.) Trade, Technical or Business Qualifications: \_\_\_\_\_
- (d.) Additional Qualification: \_\_\_\_\_
- (e.) Date of Birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ I.D. No. \_\_\_\_\_

### 5. HISTORICALLY DISADVANTAGED INDIVIDUAL OWNERSHIP

Historically Disadvantaged Individuals are defined as follows:

Individuals who, being South African citizens, were socially and economically disadvantaged on the basis of race, gender or disability by the legacy of the South African political dispensation prior to April 28, 1994. It shall be presumed that women, people with disabilities and individuals who fall into the population groups that had no franchise in national elections prior to the introduction of the 1996 Constitution, are historically disadvantaged individuals, subject to persons who obtained South African citizenship after 2 February 1990 demonstrating traceable South African parentage.

Are any of the Owners Historically Disadvantaged Individuals as defined above?

100% Black Owned?

100% Black Women Owned?

SMME?

<input type="checkbox"/>	NO	<input type="checkbox"/>	YES
<input type="checkbox"/>	NO	<input type="checkbox"/>	YES
<input type="checkbox"/>	NO	<input type="checkbox"/>	YES
<input type="checkbox"/>	NO	<input type="checkbox"/>	YES

### 6. REGISTRATION DETAILS

Is your firm registered in terms of?	Write in YES / NO / PENDING	Please provide registration no(s)
Compensation Occupational Injuries & Diseases Act (COIDA)..	_____	_____
Construction Industry Development Board (CIDB).....	_____	_____
Skills Development Levy (SDL).....	_____	_____
Unemployment Insurance Act (UIF).....	_____	_____
BBBEE.....	_____	_____
Receiver of Revenue (PAYE / SITE) .....	_____	_____
Value Added Tax (VAT) NB! This is printed on your invoice to enable you to claim	_____	_____
District Municipality - Name .....	_____	_____
Building Industry Bargaining Council / Group.....	_____	_____
National Home Builders Registration Council (NHBRC).....	_____	_____
Are you insured for public liability?.....	<input type="checkbox"/> NO <input type="checkbox"/> YES If YES, amount R _____	
Name of Insurer.....	_____	

### 7. INSOLVENCY / LIQUIDATION

Have you, any director, partner, member or the person in charge of construction ever been insolvent or been a director or secretary or had management or control of a company which has been wound up, or which has been placed under judicial management, or which has entered into a scheme of arrangement for the benefit of its creditors, or of whose property an administrator has been appointed?

NO  YES If YES, please attach full details including the name of company and position held.

### 8. REFERENCES

All applicants to supply three (3) references. References can include past or current clients (including owner builders), previous employers / supervisors or trade suppliers. (Two of these will be selected at random and contacted for verbal verification)

(a.) NAME OF THREE TRADE REFERENCES, PREFERABLY SUPPLIERS:

Name: (in full)	Address:	Telephone Area Code and Number
_____	_____	_____
_____	_____	_____
_____	_____	_____

**(b.) BANK DETAILS:**

Bank: \_\_\_\_\_ Branch Name: \_\_\_\_\_ Branch Code: \_\_\_\_\_

Type of Account:  CHEQUE  SAVINGS (Tick whichever is applicable) Account No.: \_\_\_\_\_

**9. DECLARATION**

**DUTIES AND OBLIGATIONS OF MEMBERS (CODE OF ETHICS)**

1. A member shall conduct his business in a just and honourable manner and shall, in his dealings with clients, with members of the professions, other contractors and subcontractors, suppliers and employees, maintain at all times the high standard of business integrity required by the Association, by observing the spirit as well as the letter of his contractual obligations.
2. A member is required to possess the necessary technical qualifications, knowledge and practical experience or to employ in a position of responsibility such a person or persons, to ensure that quality workmanship is carried out in an efficient and economical manner.
3. A member is expected to organise his business administration effectively, to maintain adequate financial resources for the proper discharge of all his contractual obligations, to assist wherever possible with the training of future skilled manpower needs of the Industry and, where applicable, to comply with all wage regulating measures negotiated and entered into between the Association and the Trade Unions.
4. A member is expected to utilise fellow members as subcontractors and/or endeavour to persuade all qualified and suitable firms and individuals to join and strengthen the Association.

**SUBSCRIPTIONS**

Subscriptions are paid annually in advance. Please contact the MBA to obtain the current entrance fee and annual subscription amount. **Payment must accompany your application form in order to be processed.**

**MEMBERSHIP APPLICATION**

I/We, the undersigned, being duly authorised to sign this application, hereby apply for membership of the East Cape Master Builders' & Allied Industries Association and upon admission to membership undertake to abide by the constitution, rules, by-laws, code of ethics, regulation ad decisions of the Association and its Executive Council as amended from time to time.

**INDEMNIFICATION**

I/We confirm that in terms of article 17 of the constitution, no member of the Association shall have any claim against the Association or against any officer, committee member or employee of the Association unless such claim arises from dishonesty, fraud, breach of trust, wilful default or wilful breach of duty.

**MEMBERSHIP CLASSIFICATION**

I/We undertake to abide by the decision of the Executive Council, regarding my/our category classification, subject to my/our right of appeal.

**FINANCIAL RESOURCES**

I/We declare that I/we have the financial resources to meet all reasonable foreseeable financial commitments of my/our business.

**MASTER BUILDERS SA (MBSA)**

I/We understand that the Association is affiliated to the MBSA and that by making this application for membership, I/we undertake to conduct my/our business relationships with clients, the professions, subcontractors, suppliers and employees in accordance with and abide by the constitution, rules, by-laws, regulations and decisions of the Association as amended from time to time.

**CHANGE OF NAME / ADDRESS / TELEPHONE OR CHANGES IN MANAGEMENT, OWNERSHIP OR CONTROL**

I/We undertake to notify the Director of the Association of any change in the details of my/our application after granting of membership.

**TERMINATION OF MEMBERSHIP**

I/We agree that all Association stationery and other material issued by or purchased from the Association and still in my/our possession on termination of membership, will be surrendered to the Association and further undertake, to remove from my/our property any emblem or sign indication that I am/we are a member/members of the Association, and will no longer represent myself/ourselves to be a member/members of the Association.

**AUTHORISATION TO DIVULGE INFORMATION**

I, \_\_\_\_\_ ID No: \_\_\_\_\_ am authorised to give of the following:  
(Authorised Person)

trade references (8a), bankers (8b), statutory bodies (6), permission to provide any details or information with regard to our credit rating, outstanding monies or registration, on request by the Master Builders' & Allied Industries Association.

**INFORMATION**

I/We declare that the above information supplied is true and correct at the time of application and if found to be incorrect in any material manner, agree that the Executive Council may declare my/our membership admission invalid and that any monies paid by me/us shall be forfeited to the Association and that I/we shall cease to be a member and have no claims whatsoever against the Association.

\_\_\_\_\_  
Name of duly authorised Representative

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## 10. MEMBERSHIP DATABASE

The Database is widely referred to by all members, the general public, Architects, Quantity Surveyors, Consulting Engineers, Government Departments, Local Authorities, Financial Institutions and other bodies utilising the services of the building industry.

## 11. TRADE CLASSIFICATIONS

Please indicate with an "X" the trades you'd like to be listed under on our website and database/listings. **(Maximum of 6 trades)**

<input type="checkbox"/>	Air Conditioning & Refrigeration Contractors	<input type="checkbox"/>	Glazing Contractors / Suppliers
<input type="checkbox"/>	Asphalt Contractors	<input type="checkbox"/>	Grass Planting, Landscaping & Garden Contractors
<input type="checkbox"/>	Awnings, Blinds & Canopies Suppliers	<input type="checkbox"/>	Guttering Contractors / Suppliers
<input type="checkbox"/>	Brick / Block / Quarry Tile Suppliers	<input type="checkbox"/>	Industrial Equipment Suppliers
<input type="checkbox"/>	Building Contractors: Alterations & Additions	<input type="checkbox"/>	Insulation Contractors / Suppliers
<input type="checkbox"/>	Building Contractors: General	<input type="checkbox"/>	Ironmongery Suppliers
<input type="checkbox"/>	Building Contractors: House Builders	<input type="checkbox"/>	Labour Only Contractors
<input type="checkbox"/>	Building Contractors: Industrial	<input type="checkbox"/>	Metal Work Contractors / Suppliers
<input type="checkbox"/>	Building Contractors: Maintenance	<input type="checkbox"/>	Office Furniture Suppliers
<input type="checkbox"/>	Building Contractors: Timber Construction	<input type="checkbox"/>	Paint Suppliers
<input type="checkbox"/>	Building Material Suppliers	<input type="checkbox"/>	Painting & Decorating Contractors
<input type="checkbox"/>	Cabinet Makers & Shopfitting Contractors	<input type="checkbox"/>	Paving & Kerbing Contractors
<input type="checkbox"/>	Carpentry & Joinery Contractors & Suppliers	<input type="checkbox"/>	Paving & Kerbing Manufacturers / Suppliers
<input type="checkbox"/>	Cartage Contractors	<input type="checkbox"/>	Plant, Tool & Equipment Suppliers / Hire
<input type="checkbox"/>	Ceiling and Board Suppliers	<input type="checkbox"/>	Plumbing & Drainage Contractors
<input type="checkbox"/>	Ceiling & Partitioning Contractors	<input type="checkbox"/>	Plumbing & Sanitaryware Suppliers
<input type="checkbox"/>	Cement Product Suppliers	<input type="checkbox"/>	Precast Concrete & Terrazzo Contractors
<input type="checkbox"/>	Cement Suppliers	<input type="checkbox"/>	Precast Concrete & Terrazzo Suppliers
<input type="checkbox"/>	Chemical Product Suppliers	<input type="checkbox"/>	Property Developers
<input type="checkbox"/>	Civil Engineering / Siteworks Contractors	<input type="checkbox"/>	Ready Mixed Concrete / Stone / Sand Suppliers
<input type="checkbox"/>	Consultants: Building Industry	<input type="checkbox"/>	Reinforcing Steel Designers / Suppliers / Contractors
<input type="checkbox"/>	Demolition / Blasting Contractors	<input type="checkbox"/>	Roofing Contractors
<input type="checkbox"/>	Door & Window Contractors / Suppliers	<input type="checkbox"/>	Roofing Suppliers
<input type="checkbox"/>	Door & Window: Aluminium Suppliers / Contractors	<input type="checkbox"/>	Sand Blasting
<input type="checkbox"/>	Doors: Commercial / Industrial Suppliers	<input type="checkbox"/>	Scaffolding Contractors / Suppliers
<input type="checkbox"/>	Doors: Strongroom / Fire Resistant Suppliers	<input type="checkbox"/>	Security Product Suppliers
<input type="checkbox"/>	Electrical Contractors	<input type="checkbox"/>	Sign Writing & Sign Suppliers
<input type="checkbox"/>	Electrical Suppliers	<input type="checkbox"/>	Skylights
<input type="checkbox"/>	Elevator, Escalator & Hoist contractors	<input type="checkbox"/>	Structural & General Engineering Contractors
<input type="checkbox"/>	Fencing Contractors / Suppliers	<input type="checkbox"/>	Swimming Pool Contractors
<input type="checkbox"/>	Fibre Cement Product Suppliers	<input type="checkbox"/>	Thatching Contractors
<input type="checkbox"/>	Fire Places & Built In Braai's	<input type="checkbox"/>	Tiling & Mosaic Contractors
<input type="checkbox"/>	Fire Protection Contractors	<input type="checkbox"/>	Tiling Suppliers
<input type="checkbox"/>	Fixing & Fastening Suppliers	<input type="checkbox"/>	Timber Suppliers
<input type="checkbox"/>	Flooring Contractors	<input type="checkbox"/>	Toilet Hire / Sales
<input type="checkbox"/>	Flooring Suppliers	<input type="checkbox"/>	Waterproofing & Dampproofing Contractors
<input type="checkbox"/>	Gas & Petroleum Installations: Contractors	<input type="checkbox"/>	Waterproofing & Dampproofing Suppliers
<input type="checkbox"/>	Geyser / Water Heater Suppliers		