

CRITERIA FOR ACTIVE AT LARGE MEMBERSHIP IN THE CANADIAN ROOFING CONTRACTOR ASSOCIATION

1. Active at large membership shall be limited to a company primarily and actively engaged in Canada in the roofing and related sheet metal contracting business where there is no recognized provincial association affiliated with this Association in the province or territory in which the active at large member is located.
2. Each applicant must at the time of application for membership and during the whole time of their membership, have engaged in primarily operating a successful roofing and related sheet metal business in Canada for a period of at least three (3) years. They shall cease to be a CRCA member should they at any time not be so engaged.
3. Must submit the attached Application for **Active Membership* (where no affiliate provincial association exists)** with a cheque in the amount of \$5,000 plus GST/HST payable to CRCA which will be termed an Administration Fee. When accepted as a member of CRCA, annual dues as set by the Association will be assessed. A copy of the current annual dues schedule is attached.

The Application must be sponsored and signed by a CRCA Active roofing contractor member.

4. Part of the Administration Fee is used to cover inspection costs incurred by an independent roofing authority that will inspect projects both completed and in progress that were or are being done by the applicant. The portion of the Administration Fee that is not used will be refunded if the application is not accepted.
5. Must complete the attached **Standard Form of Roofing Contractor's Qualification Statement**. Please ensure that all required documents are submitted with the fully completed Qualification Statement. Incomplete or missing information will delay your membership process.
6. Must submit letters addressed to the CRCA from at least three (3) owners, architects, engineers or general contractors describing the applications work and attesting to their satisfactory performance on at least three (3) different projects completed in the past 2 years.
7. Upon receipt of the application for CRCA membership, the CRCA will send a letter ballot to the Board of Directors and Active At Large members advising of the receipt of the application and requesting information from the members for reasons why the application should be accepted or rejected.
8. After the membership application has been approved by the CRCA Board of Directors, the members requested to comply with the Code of Ethics, By-laws and Rules of the Association. Non-compliance may result in termination of membership.

9. Notwithstanding these criteria, the CRCA Board of Directors may, at its discretion, require the applicant to meet additional conditions to suit the circumstances of a specific application.