



Construction Centre, 70 Leek Cres., Richmond Hill ON L4B 1H1  
Telephone: 416-499-4000  
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**MANUFACTURER MEMBERS**

**APPLICATION FOR MEMBERSHIP**

The undersigned hereby applies for membership in the **Architectural Woodwork Manufacturers Association of Canada - Ontario Chapter** and agrees on approval to abide by the Constitution and By-Laws of the Association and any amendments that may be made thereto.

**COMPANY PROFILE**

Company Legal Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/Province/Postal Code: \_\_\_\_\_

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

E-mail Address: \_\_\_\_\_

Website: \_\_\_\_\_

Nature of Business \_\_\_\_\_

Main Representative: \_\_\_\_\_ Title: \_\_\_\_\_

Alternate Representative: \_\_\_\_\_ Title: \_\_\_\_\_

Year of Establishment: \_\_\_\_\_

List the Principals Names & Titles of the Company: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**MANUFACTURER MEMBERS**

Any person, firm or corporation engaged in the architectural woodwork manufacturing industry. Such members shall have full voting rights and shall be entitled to the privileges and responsibilities of the Association, including the right to sit as Director at the AWMAC National Board.

Initiation Fee: \$ 100.00

Annual Dues: \$ 1,200.00

I have attached a list of all completed projects over \$10,000 during the past 12 months.

**Please note:**

A manufacturer membership application form received up to the end of June will pay full initiation fee and annual dues, plus GST.

Those applying for manufacturer membership from July 1 to the end of the year will pay as follows, plus GST:

Month	Manufacturer Initiation	Manufacturer Dues
July	\$100.	\$600.
August	\$100.	\$500.
September	\$100.	\$400.
October	\$100.	\$300.
November	\$100.	\$200.
December	\$100.	\$100.

**GENERAL INFORMATION**

1. Why do you want to join? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. List any affiliations with other construction, business or trade associations or organizations:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. List 5 past project references with full contact information.  
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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. List 5 current project references with full contact information.

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5. Supply proof of liability insurance

6. Supply proof of WSIB insurance

**FILL IN THE BLANKS AND SIGN BELOW**

I \_\_\_\_\_(insert name), in the city of \_\_\_\_\_  
declare that I am \_\_\_\_\_(insert title) of \_\_\_\_\_  
\_\_\_\_\_(insert company name). I acknowledge that I have read and fully  
understand the Quality Standards of the Architectural Woodwork Manufacturers  
Association of Canada, the Membership Criteria, AWMAC Objectives, Code of Business  
Conduct, the Constitution and By-Laws governing the Architectural Woodwork  
Manufacturers Association of Canada - Ontario Chapter and hereby agree to uphold the  
highest standards possible.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

Our cheque, payable to the **Architectural Woodwork Manufacturers of Canada - Ontario Chapter**, is enclosed as follows:

Initiation Fee: \_\_\_\_\_  
Annual Dues: \_\_\_\_\_  
Sub-Total: \_\_\_\_\_  
GST (#R124359670) \_\_\_\_\_  
Total \_\_\_\_\_

## **MEMBERSHIP CRITERIA**

1. Each applicant must, at the time of application for membership, have been in business for a period of five (5) years, or have demonstrated experience in the industry, to the satisfaction of the Board of Directors.
2. Each applicant will serve a probationary period of 2 years.
3. Membership will be terminated should a member company go bankrupt or into receivership.
4. Membership may be terminated if the Board of Directors deems a written complaint from an owner, architect or corporate member justifiable. Any reasonable inspection costs incurred as a result of the justifiable complaint will be borne by the applicant after full discussion between AWMAC Ontario Chapter and the applicant, prior to the inspection.
5. An applicant may reapply for membership two (2) years after the date of membership denial or termination.

## **AWMAC OBJECTIVES**

- TO foster and advance the interests of those who are engaged in or who are directly or indirectly connected with or affected by the production and installation of architectural woodwork in the Province of Ontario.
- TO represent the members of the Association on any matters pertaining to the architectural woodworking industry.
- TO promote legislation affecting the industry in all its branches and to oppose or support, as the case may be, any contemplated legislation by provincial, municipal or other authorities in so far as the same may affect the architectural woodworking industry.
- TO endeavour to achieve a closer relationship and a better understanding among the various branches of the industry and to improve and standardize as far as possible the methods of submitting and accepting tenders as between Architect or Engineer, General Contractor, Trade Contractor and Owner and as between General Contractor and Sub-Contractor.
- TO gather statistics of merchants and builders and other matters calculated to be of use and assistance to members of the Association.
- TO bring about a greater uniformity in the customs and usages of those engaged in the architectural woodworking industry and the furnishings of materials therefore.
- TO provide office and other facilities for the dissemination of statistics and other information and for the convenience of the various activities and branches of the Association in holding conferences.

## MEMBERSHIP SERVICES

The Association has operated since 1966. Originally started to develop architectural woodwork standards, which would be distributed to architects and designers, the Association has grown to represent all elements of the architectural woodwork industry.

Early in the 1970's a decision was taken that a national association was necessary in order to ensure that quality standards for architectural woodwork would be constant in all areas of Canada. From this decision arose the Architectural Woodwork Manufacturers Association of Canada with chapters in most provinces of Canada.

The Architectural Woodwork Manufacturers Association of Canada took on the responsibility for developing national standards and has published a quality standards manual since 1972. Recent developments include a National Guarantee program and a National Inspection service.

One of the duties of the national association is to lobby the Federal Government in areas where federal interests are involved. A.W.M.A.C. also is responsible for publishing the "Quality Standards for Architectural Woodwork" Manual. The distribution of the Manual to Federal Agencies is done by the national association, while all Provincial sales and distribution are done by the chapter members. An appointed committee, answerable to the membership at large, is responsible for revisions and updating, which are done on a regular basis.

AWMAC – Ontario Chapter is run by a Board of Directors elected from the membership at the Annual meeting. The Association also holds General Membership Meetings at approximately two-month intervals.

AWMAC – Ontario Chapter is responsible for promoting the Association on a Provincial level, by providing the manual to all Architects, Designers, Specification Writers, Bell, C.N.C.P., Ontario Hydro, and the Ontario Housing Corporation.

The Association encourages the use of the "Quality Standards for Architectural Woodwork" Manual and provides speakers to any group requesting this service. AWMAC – Ontario Chapter has held a number of seminars to promote the use of AWMAC – Ontario Chapter members for the supply of **QUALITY** architectural woodwork to the design profession. An impartial, independent inspection service is offered to Architects, General Contractors and/or Owners, and of course, Members in the event of a dispute. In the case of a non-member firm, this service would be performed at a nominal fee.

Membership in Architectural Woodwork Manufacturers Association of Canada – Ontario Chapter is extended to all firms, manufacturers and suppliers with offices in Ontario, who supply to, or are connected with the architectural woodwork

### For Office Use

Date Presented: \_\_\_\_\_

Board's Decision: \_\_\_\_\_