**PARTICIPATING BUILDER PROGRAM APPLICATION**

The Participating Builder & Architect Committee (PBAC) is ideally looking for candidates that meet many criteria including, but not limited to, having a three (3) year history as a full-time residential general contractor as well as having completed at least one (1) residential project in the last twelve (12) months in the price range targeted for The New Albany Country Club Community.

Please complete the below application (including providing all required attachments and/or additional documentation) and submit it with the required non-refundable fee of $400.00. The PBAC meets the last Thursday of each month (with the exception of holidays). You may contact the PBAC liaisons if you have any questions: Mark Reader, [mreader@ohioequities.com](mailto:mreader@ohioequities.com) or Crystal Davis, [cdavis@ohioequities.com](mailto:cdavis@ohioequities.com).

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| **COMPANY INFORMATION** | | | |
| **Name:** |  | | |
| **Type:**  **(check one)** | 🞏 Corporation 🞏 Partnership 🞏 Sole Proprietorship  🞏 Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| **Trade Name:**  **(if different from above)** |  | | |
| **Previous Name(s):** |  | | |
| **Address:** |  | | |
| **Phone:** |  | **Fax:** |  |
| **Email:** |  | **Website:** |  |

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| **OFFICE / KEY PERSONNEL INFORMATION** | | | |
| **Role/Title** | **Name** | **Phone** | **Email** |
| **Chairperson:** |  |  |  |
| **President:** |  |  |  |
| **Vice President:** |  |  |  |
| **Secretary;** |  |  |  |
| **Treasurer:** |  |  |  |
| **Statutory Agent:** |  |  |  |
| **Superintendent:** |  |  |  |
| **Construction Manager:** |  |  |  |
| **In-house Architect/Designer:** |  |  |  |
| **Selections Person:** |  |  |  |

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| **GENERAL INFORMATION** |

1. How long has the company been in business under its current name?

If your company has been established for less than three (3) years, please explain:

1. How many residential units priced over $400,000.00 has the company built and closed in central Ohio during the last five years:

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| **Year** | **No. of Units** | **Average Price Range** | **Notes** |
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1. What price range does the company plan to target in the New Albany Country Club Community? Please check all that apply.

* $ 400,000.00 - $ 500,000.00
* $ 501,000.00 - $ 750,000.00
* $ 751,000.00 - $ 1,000,000.00
* $ 1,000,000.00 +

1. What product type will the company plan to build in the New Albany Country Club Community?

🞏 Custom homes only

🞏 Spec and custom homes

1. Is the company currently a member of the local Building Industry Association and/or Builder’s Exchange?

BIA: 🞏 Yes 🞏 No

BE: 🞏 Yes 🞏 No

1. Is the company currently a “Registered Builder” member of the local Building Industry Association:

🞏 Yes 🞏 No

1. Please list any industry awards or special recognition, which the company or any principals of the company have received.

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1. Are any of the company’s officers, principals or employees licensed real estate brokers or sales agents?

🞏 Yes 🞏 No

If yes, please list names and brokerage firm where licenses are currently active.

1. Has the company or any of its officers or principals ever filed bankruptcy or been adjudicated as bankrupt within the past seven (7) years?

🞏 Yes 🞏 No

If yes, please explain.

1. Is the company or any of its officers or principals currently a defendant in any suits or legal actions?

🞏 Yes 🞏 No

If yes, please explain.

1. Is the company or any of its officers or principals currently in default on any loans or involved in any type of foreclosure proceedings?

🞏 Yes 🞏 No

If yes, please explain.

1. Have any liens been field against any of the company’s projects in the last twelve (12) months?

🞏 Yes 🞏 No

If yes, please explain.

1. Have any of the company’s officers or principals ever been convicted of a felony?

🞏 Yes 🞏 No

If yes, please explain.

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| **CUSTOMER REFERENCES** |
| **Please list the five (5) most recent purchasers of your homes.**  **List New Albany Country Club Community homeowners first.** |

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| **Customer Name:** |  | | |
| **Address:** |  | | |
| **Phone:** |  | | |
| **Square Footage:** |  | **Price:** | $ |

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| **Customer Name:** |  | | |
| **Address:** |  | | |
| **Phone:** |  | | |
| **Square Footage:** |  | **Price:** | $ |

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| **Customer Name:** |  | | |
| **Address:** |  | | |
| **Phone:** |  | | |
| **Square Footage:** |  | **Price:** | $ |

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| --- | --- | --- | --- |
| **Customer Name:** |  | | |
| **Address:** |  | | |
| **Phone:** |  | | |
| **Square Footage:** |  | **Price:** | $ |

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| **Customer Name:** |  | | |
| **Address:** |  | | |
| **Phone:** |  | | |
| **Square Footage:** |  | **Price:** | $ |

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| **FINANCIAL/BANKING REFERENCES** |

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| **Lending Institution:** |  | | |
| **Contact:** |  | | |
| **Address:** |  | | |
| **Phone:** |  | **Email:** |  |

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| **Lending Institution:** |  | | |
| **Contact:** |  | | |
| **Address:** |  | | |
| **Phone:** |  | **Email:** |  |

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| **Lending Institution:** |  | | |
| **Contact:** |  | | |
| **Address:** |  | | |
| **Phone:** |  | **Email:** |  |

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| **REALTOR REFERENCES** |
| **Please list those Realtors you do business with most often in central Ohio.** |

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| **Realtor:** |  | | |
| **Brokerage:** |  | | |
| **Phone:** |  | **Email:** |  |

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| **Realtor:** |  | | |
| **Brokerage:** |  | | |
| **Phone:** |  | **Email:** |  |

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| **Realtor:** |  | | |
| **Brokerage:** |  | | |
| **Phone:** |  | **Email:** |  |

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| **SUPPLIER/SUBCONTRACTOR REFERENCES** |
| **Please list those you do business with most often in New Albany.** |

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| **Brick Supplier:** |  | | |
| **Contact:** |  | | |
| **Phone:** |  | **Email:** |  |

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| **Lumber Supplier:** |  | | |
| **Contact:** |  | | |
| **Phone:** |  | **Email:** |  |

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| **Window Supplier:** |  | | |
| **Contact:** |  | | |
| **Phone:** |  | **Email:** |  |

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| **ADDITIONAL ATTACHMENTS REQUIRED** | |
| **Attachment** | **Provided w/Application?** |
| 1. **Executed Master Agreement** | 🞏 Yes 🞏 No |
| 1. **Executed Construction Site Agreement** | 🞏 Yes 🞏 No |
| 1. **Detailed Homeowner’s Warranty Program** | 🞏 Yes 🞏 No |
| 1. **Detailed Customer Service Follow-Up Program** | 🞏 Yes 🞏 No |
| 1. **Detailed Change Order Policy** | 🞏 Yes 🞏 No |
| 1. **Proof of Public Liability Insurance Policy** | 🞏 Yes 🞏 No |
| 1. **Proof of Ohio BWC** | 🞏 Yes 🞏 No |
| 1. **Payment of Non-Refundable Application Fee ($400.00)** | 🞏 Yes 🞏 No |

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| **NOTES TO COMMITTEE** |
| **Any additional notes or details you feel are pertinent to the committee.** |
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| **AUTHORIZATION** |
| As an authorized agent of the company, the undersigned submits the above information and all attachments as being true and correct, and authorizes the PARTICIPATING BUILDER & ARCHITECT COMMITTEE and its representatives to utilize such information to request credit reports and to make such investigations concerning the undersigned, officers/principals and company as may be deemed necessary and prudent. |

IN WITNESS WHEREOF, the undersigned have set their hands and seals hereto as of the day and year indicated under their signature.

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| BUILDER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, a(n) | | | | |
|  | |  |  |
| Signature | |  | Date |
| Print Name: |  |  | |
| Title: |  |  | |