

**2010
MEMBERSHIP APPLICATION**

Attached is a cheque in the amount of \$ _____ covering membership dues as indicated below,

or, VISA/MasterCard/AMEX Holder _____ VISA/MasterCard/AMEX # _____ Expiry Date _____

Company Name (please print) _____

General Contractors Trade Contractor Manufacturer, Supplier, Service Unionized Non- Unionized

Description of Business _____

Year established _____

Size of company: 1 to 5 people over 10 people over 50 people over 100 people over 1,000 people

Business Address _____ City _____

Province _____ Postal Code _____ Telephone No. (_____) _____ Fax No. (_____) _____

Internet: _____ E-mail: _____

Invoice Address* (if different) _____ City _____

Province _____ Postal Code _____ Telephone No. (_____) _____ Fax No. (_____) _____

*Contact name Person (first name) _____ (surname) _____ (position) _____

MEMBERSHIP SERVICES

- **Marketing** - Classified listings in Buyers Guide, Business card advertising "Wall of Fame" Advertising - "TC e-newsletter", "Builders Digest" Events Sponsorships Trade Shows - *Construct Canada, Future Bldg.* Speakers Bureau
- **Networking** - free Events - AGM, Members Day etc. Pay events - Ski, Golf, Dance, Xmas Lunch, etc. Committee Participation YCEC Club
- **Leadership Program** - *The Construction Institute* Education - BluePrint Reading, Const.Law Courses Awards - Gold Seal, TIPTA, Best of the Best **Advancement opportunities** - www.tcic.ca
- **Financial Savings** - Meeting Rooms Advantage Club Discounts - www.tcaadvantage.com Affidavit & Oaths Service Alternative Dispute Resolution Contract Documents, Publications, Directory
- **Advice & Assistance** - tcaconnect.com CAMP - Const. Advisory Mentorship Program Legislative Involvement - PAL Political Action Lobby **Lawyers Referral Service**

ADDITIONAL OPTIONAL SERVICES

- **Project Opportunities**
 - Regular Plans Rooms (with project list)
 - **Electronic Plans Room (internet access)**

*** Please call Polyanna Fok at 416-499-4000 ext.115 for fee structure ***

ANNUAL MEMBERSHIP FEE * (12 months)

(Available to TCA basic members Only)

Additional Services

- a) Regular Plans Room - physical access Including weekly Projects List.
- b) Electronic Plans Room - internet access (Ask for separate EPR form for completion) Please contact Edwin Zeng at ext. 106 or email him at ezeng@tcaconnect.com)

SUBTOTAL

GST @ 5%

GST Registration #R108114240

TOTAL PAYMENT

*Fees are non-refundable.

Contacts:

Chief Contact Person with TCA (first name) _____ (surname) _____

(position) _____ (phone) _____ (email) _____

Ontario Chief Executive Person (if different): (first name) _____ (surname) _____

(position) _____ (phone) _____ (email) _____

Marketing Chief Contact Person (if different):: (first name) _____ (surname) _____

((position) _____ (phone) _____ (email) _____

Human Resources Chief Contact Person (if different):: (first name) _____ (surname) _____

(position) _____ (phone) _____ (email) _____

Optional (additional Service Subscription):

For (a) PLANS ROOM subscriber only (additional charges - on top of basic membership) –

- Please email projects list to Chief Contact Person named above.
- OR Please email projects list to this person:

(first name) _____ (surname) _____

phone: (_____) _____ fax: (_____) _____ Email: _____

For (b) ELECTRONIC PLANS ROOM subscriber only (additional charges - on top of basic membership)

- Separate EPR form completed & attached.

OR Please contact Edwin Zeng at Tel: 416-499-4000 ext. 106 or email him at ezeng@tcaconnect.com for the Electronic Plans Room (EPR) form. Or, you can contact Polyanna Fok at ext. 115 (email: pfok@tcaconnect.com) or David Froese at (email dfroese@tcaconnect.com) for the form.

**Free classified listing in TCA's website (updated quarterly)
and TCA's "Construction Book" - (Annual buyers' guide / membership directory):**

One free category to new members : _____
(Please indicate which category. Contact Polyanna / David for a complete category list)

Additional listings @ \$50 per category: _____
(Please use a separate sheet if you wanted to have multiple listings)

Toronto Construction Association (TCA)'s Privacy Policy:

TCA collects your personal information for administrative purposes related to your enrollment as a member of our association. Please note that by submitting personal information to TCA, you consent to TCA collecting, using and disclosing this information for the purposes of: contacting you in regards to announcements, services, publications and programs offered by TCA; for inclusion in TCA's membership directory which is made available to other TCA members and to the public; for your complimentary membership in the Canadian Construction Association ("CCA") and the Council of Ontario Construction Association ("COCA"); and for your complimentary invitation to the Construct Canada trade shows.

TCA also collects your personal information to provide you discounts on programs and events. Please note that by submitting personal information to TCA, you consent to: TCA collecting and using this information for the purposes of contacting you in regards to announcements, services, and programs offered by TCA; and to TCA disclosing this information to the participating corporate sponsors to enable them to contact you regarding announcements, services and programs they may offer to you.

Your credit card information is collected to process your membership fees. TCA will retain a record of the payment processing transaction for verification purposes in accordance with our Retention Policy.

Subject to legal and contractual requirements, you may refuse or withdraw your consent at any time by contacting TCA's Privacy Officer at privacyofficer@tcaconnect.com or by fax at (416) 499-8752. Please note that if you decide to withdraw your consent, TCA will be unable to continue to provide you with information regarding its services and programs which may be of value to you. TCA will not sell or provide your personal information to external organizations.

For more information regarding our information management practices, please refer to our privacy statement located at www.tcaconnect.com or available at our Toronto and Mississauga offices.

I, the undersigned, hereby make application for membership in TORONTO CONSTRUCTION ASSOCIATION, with all the rights and privileges pertaining thereto. I will conform to and be governed by the Constitution, By-Laws, **Ethics Statement and Code of Practice** (as published in the TCA's website www.tcaconnect.com), Agreements and Regulations of the Association now in force, or to any alterations, which may be made by proper authority during such Membership.

Signed by Applicant

for Company Name

Date

Ethics Statement and Code of Practice

1. ***TCA members shall govern themselves in accordance with business practices that are founded on trust.***
 - Be a leader of character - become your word.
 - Honour all contractual obligations.
 - Conduct all business with integrity.
 - Promote the use of CCA/CCDC Standard Contract Documents.
 - Commit to working together to resolve issues and disputes in a manner that is fair to all parties involved.
 - Treat industry colleagues with respect and fairness.
 - Establish a relationship of cooperation between all parties.
2. ***TCA members will ensure that jobsite/workplace safety is first and foremost.***
 - Develop and implement an occupational health and safety plan (company or site specific) and communicate it to each employee and every visitor to the site.
 - Provide appropriate training and supervision for employees.
 - Ensure that health & safety policies and regulations are in place on all projects and that such policies are well communicated to all personnel.
3. ***Every transaction to which any member is a party shall be conducted in the interest of profiting all parties concerned.***
 - Understand that our goal is that all members are “partners in profit” – a good contract is one where all parties are given the opportunity to prosper under the contract.
 - Ensure that you have the necessary level of competency to complete the work as defined by the contract.
 - Uphold the principle of appropriate compensation for services provided.
 - All parties to a contract shall ensure that an appropriate level of planning and coordination is carried out on a project.
 - “Just say NO to bad deals”.
4. ***TCA members, as industry leaders, will avoid actions that are incompatible with the best interests of the construction industry as a whole.***
 - Refrain from bid-rigging, bid-shopping and bid-peddling.
 - Respect ownership of property.
 - Be proactive in the elimination of unethical practices.
 - Conduct all business in accordance with the highest industry standard and in a manner which will not bring disrepute to the construction industry. Provide the best in quality of work in conformity with applicable building codes, regulations, and laws.
 - Refrain from activities that involve a conflict of interest.
 - Avoid verbal agreements - put it in writing every time.
5. ***TCA members will abide by and use the recommended practices for standard contracting and bidding procedures as detailed in CCA #29.***
 - Uphold the confidentiality of the tendering process at all levels.
 - Promote the practice of awarding bids in compliance with criteria set out in tendering documents.
 - Sign contract documents expeditiously.
 - Seek tenders only from competent bidders and do not solicit tenders or quotations you do not intend to use.
6. ***TCA members shall act as good corporate citizens.***
 - In all projects and related business, members shall consider the best interests of the community.
 - Support equal opportunity hiring and pay practices.
 - Support and promote TCA’s Crime Stoppers program.
 - Adhere to all municipal, provincial and federal legislation that is applicable to the member’s business operations
 - Deal justly with employees, customers, suppliers, consultants, and contractors.
 - Actively participate in and promote industry and community associations.
7. ***TCA members will undertake appropriate programs to protect the environment.***
 - Know and comply with all environmental rules and regulations.
 - Reduce, reuse and recycle.
 - Promote cooperation with owners, consultants, governments and others to minimize negative environmental impact.
 - Where available, use products or processes that are environmentally friendly.
8. ***Moreover, TCA members commit to advancing their industry and their Association by making “Members Supporting Members” a standard operational procedure.***
 - Promote and support your Association and its members.
 - Refer business to your fellow members.
 - Encourage volunteerism in order to achieve the benefits from TCA’s networking opportunities.
 - Understand that TCA membership is based on the principles of honour, respect and character.

Breaches of the Code of Ethics shall be dealt with in accordance with the provisions of the Association’s by-laws.