

Single Family Builder Application

BUILDER NAME: _____

ADDRESS: _____

Phone Number: _____

Cell Number: _____

Fax Number: _____

E-mail Address: _____

Website: _____

How are you organized to do business?

- Limited Company. Please attach a copy of the *Certificate of Incorporation*
- Sole Proprietorship
- Partnership - If the company is a partnership, ensure that a "*Declaration of Partnership*" has been filed with the Registrar of Companies in the province in which you conduct business; please supply a copy of it.
- Joint Venture - If the company is a Joint Venture, please attach a copy of the *Joint Venture Agreement*.

Please supply Professionally Prepared Financial Statements for the past 3 years or Interim Statements if you are newly incorporated.

Has the applicant or any shareholders or partners of the company ever been subject to Receivership or Bankruptcy Proceedings? **YES** **NO**

- If yes, please provide details in an attachment.

Are you adequately insured to do business?

Please provide copies of your Course of Construction and Commercial General Liability Insurance Policies for this project. **Blanket Insurance Ltd. would be pleased to provide you with a quote if you need one – call Jason Yarmuch at 780.801.0672 or 1.888.925.2653.**

How are you experienced to do business?

Please complete the table on the next page for all construction projects you have been involved with OR enclose a detailed Corporate Portfolio of your company's accomplishments.

Builder Education and Experience

Please use this form to detail your construction related experiences and your education. Use a separate sheet to highlight relevant non-construction experiences.

Name:		
Education and training: list any degrees, diplomas, certificates, apprenticeships you have obtained.		
Building experiences: no. of years in the residential construction business as a: <ul style="list-style-type: none"> • Builder owner • Tradesperson • Laborer, employee, etc. • Other (explain) 	Name of company _____ _____ years _____ years _____ years _____ years	Name of company _____ _____ years _____ years _____ years _____ years
Single family building experiences: no. of homes built where you were the: <ul style="list-style-type: none"> • General contractor • A sub trade/supplier • Laborer, employee etc. • Other (explain) 	Name of company _____ _____ homes _____ homes _____ homes	Name of company _____ _____ homes _____ homes _____ homes
Multi family building experiences: no. of homes built where you were the: <ul style="list-style-type: none"> • General contractor • A sub trade/supplier • Laborer, employee etc. • Other (explain) 	Name of company _____ _____ units _____ units _____ units _____ units	Name of company _____ _____ units _____ units _____ units _____ units
Other, related construction business experiences: <ul style="list-style-type: none"> • As an owner • As an executive or manager • As an employee/worker • Other 	Name of company _____	Name of company _____

Future Plans:

Number of Single Family homes you expect to start construction on in the next 12 month period: _____

City and Location: _____

General Price Range of Product: _____

Does your company plan to build/sell any RTM / Manufactured Homes?

YES **NO**

Have you ever been registered with any other new home warranty program?

YES **NO**

- If yes, under what Builder name did you register? _____
- If yes, which home warranty company were you with? _____

I/We hereby certify that the information provided and/or information I/We communicate to a Blanket Representative is accurate and complete to the best of my/our knowledge. I/We authorize Blanket and/or its insurers to conduct such further investigations, to make inquiries, and to obtain reports as necessary to determine the applicant's ability to meet its obligations under Blanket's Builder Contract.

I/we understand I/we may have to provide additional information (e.g. personal net worth statements for each shareholder in the format contained at the back of this application) following the initial review of this application and I/we agree to provide it.

Authorized Signature

Title

Print Name

Date

Payment method GST Number (835 321 621 RT0001) Please select one of the following:

- Cheque for **\$876.75** (inc GST) payable to **Blanket Home Warranty Ltd.**
- Visa/MasterCard. **Note the fee with a credit card is \$894.29 (including GST)**

Name on Card: _____

Card No.: _____ Exp. Date: _____

Signature: _____



Builder Application – Personal Information Consent Form

By executing the Application for a Single Family Builder Registration as well as the Financial Information Request Form (where applicable) and the Personal Net Worth Statement (where applicable), the undersigned consent to Blanket collecting, using and disclosing the personal information provided in support of this Builder Application.

The undersigned declare that all the information provided in support of the application for builder membership is complete, true and accurate to the best of my/our knowledge.

Purpose: Information collected may be used for the following purposes.

- To enable Blanket Home Warranty to assess whether or not it wishes to offer membership to the company of which I am a shareholder; or of which I am a sole proprietor; or of which I am a joint venturer or a partner.
- To ensure that information is accurate and up to date.
- To protect Blanket Home Warranty and / or its insurer against any inaccuracy.

The undersigned consent to Blanket making enquiries about the financial or other information about the Builder or the undersigned from personal references, credit reporting agencies and financial institutions and this document is also Blanket’s authorization for the release of such information above about the Builder or the undersigned.

Privacy Officer

Blanket is committed to applying the relevant law and principles regarding the privacy and confidentiality of personal information. If you wish more information about the privacy policies and procedures of Blanket, please contact our Privacy Officer.

Name of individuals

Signature of individuals

This form is to be signed by ALL officers, directors, shareholders, guarantors or employees from whom personal information is provided to Blanket for the purposes of evaluating the Builder’s application for membership.



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Builder Application – Financial Information Consent Form

Builder’s Authorization: _____
Builder / Developer Name

The above builder/developer applicant has made application for enrollment with Blanket Home Warranty Ltd. The applicant hereby authorizes that the information required below in the Financial Information Section be released to Blanket in connection with the application. This information is authorized for release on the understanding and condition that Blanket will consider this information to be private and confidential and that the financial institution shall not be held liable or responsible for this information being inaccurate or incomplete. **Note: Please provide actual numbers as of the date of signing.**

Financial Authorization

Financial Institution’s Name

1. The records of the branch indicate the following as of (date) _____.

Credit	Interest Rate	Authorized	Drawn	Current Y/N	Delinquent Y/N
Revolving Line					
Term Loans					
Letters of Credit					
Mortgages Committed					
Other Loans 1					
Other Loans 2					
Deposit Accounts	Balance	NSF’s Y/N	# of NSF’s		
Chequing					
Savings					
Term Deposits					

2. Please describe the nature of the collateral or security lodged by the customer, e.g. General Assignment of Book Debts, Assignments of Specified Accounts and payments under contracts, stocks, bonds, etc.

3. The customer has dealt with the branch for _____ years.

4. Please describe the repayment history and level of satisfaction with this account.

5. Are applicants operating accounts maintained at this branch?
 Yes
 No

Financial Information has been completed by: _____
Name and Title: _____
Signature: _____



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Builder Application – Personal Net Worth Form

Last Name		First Name		Middle Name	
Home Address		City Town	Province	Postal Code	
Home Telephone		Business Telephone		Cell Phone	
Residence	<input type="checkbox"/> Own <input type="checkbox"/> Rent <input type="checkbox"/> Other	Marital Status		No. of Dependants	
Principal Bank or Financial Institution			Address	City	Postal Code

Assets			Liabilities		
Cash	Name of Financial Institution	\$	Mortgages Payable	Property held other than Principal Residence Complete Schedule 2.	\$
Stocks	List on Schedule 1	\$	Mortgages Payable	Principal Residence Complete Schedule 3	\$
Term Deposits and GIC's	List on Schedule 1	\$	Taxes Payable	Income Taxes Unpaid	\$
RRSP's	List on Schedule 1	\$		Property Taxes Unpaid	\$
Real Estate (other than Principal Residence)	Complete Schedule 2	\$	Other Liabilities	Credit Cards	\$
Real Estate (Principal Residence)	Complete Schedule 3	\$		Vehicle Loans	\$
Other Personal Property	Automobile, Furniture, Fixtures, Art, Antiques, Other	\$			\$
TOTAL ASSETS					
		\$	TOTAL LIABILITIES		\$
NET WORTH					
			(ASSETS minus LIABILITIES)		\$

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Schedule 1 – Stocks, Term Deposits, GIC's, and RRSP's

Type of Investment:	Name of Stock or Name of Financial Institution:	Registered in the Name of:	Market Value:
TOTAL			\$

Schedule 2 – Real Estate owned other than the Principal Residence

Location of Legal Description	Title in the Name of:	Original Cost:	Present Value:	Unpaid Balance:	Rate %	Monthly Payment:	Mortgage Held By:

Schedule 3 – Real Estate Principal Residence

Address of Property	Title in the Name of:	Original Cost:	Present Value:	Unpaid Balance:	Rate %	Monthly Payment:	Mortgage Held by:

Are you a Guarantor, Co-Maker of Endorser on any other debt? **YES** **NO**

- If yes, please provide the details.

Are there any law suits or judgments against you? **YES** **NO**

- If yes, please provide the details.

Have you ever declared bankruptcy? **YES** **NO**

- If yes, please provide details and a copy of your absolute discharge.

Signature of Individual

Date



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Post Sales Service and Warranty Policies

Blanket Home Warranty expects each of its members to have in place a strong warranty service philosophy that puts your customers' well being at the front of the line. Set out below is our recommended minimum warranty service policy for you to follow. If you plan to do more please describe, in your own words on a separate page, what you will do and why.

Customer Warranty Service Policy Recommended by Blanket Home Warranty

Blanket recommends a builder follow the following basic process to achieve positive customer service at possession and for the first year after possession.

1. Schedule a walk through inspection with the client at least a week before the actual possession date, go room by room and identify all the things that need to be finished and/or touched up etc.
2. Ensure the client is given a copy of the Blanket maintenance manual at the same time as the inspection and encourage them to read it. Remind them that they will be asked to sign off at closing that they have read it and understand it.
3. Schedule a second inspection on the day of closing to verify with the client that the matters identified at the first inspection have all been dealt with. Obtain the client's signature on the Possession Certificate stating they have been dealt with. Obtain the client's signature on the document evidencing they have read and understand their maintenance responsibilities (Blanket supplies this document to you).
4. At possession inform the client that you will provide warranty services at approximately 3 months from possession and then again close to the one-year anniversary of possession. Recommend to the client that they keep notes of all the concerns they find as they live in their home and then provide these notes to you at the stated times to ensure nothing is overlooked.
5. Inform the client that in the case of an obvious emergency they may call at any time for service OR give them the phone numbers of those trades most likely to have to deal with an emergency (e.g. plumber, electrician, furnace).

_____ agrees that it shall, at a minimum, follow the above

(name of builder)

recommendations made herein when it turns over a new home to a client and for the first year of my builder warranty.

(Print Name)

(Title)

(Signature)

(Date)

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Builder Application Review/Checklist – Have You Provided:

- The **non-refundable** application fee of \$876.75 (cheque) or \$894.29 (credit card)
- A copy of your Certificate of Incorporation, Declaration of Partnership or Joint Venture Agreement and the accompanying financial statements.
- Financial statements for the past three years or interim statements, only if a newly incorporated entity.
- Copies of your insurance policies. If you need a quote for either or both of your Course of Construction and Commercial General Liability Policies please communicate with Jason Yarmuch at 780.801.0672 or 1.888.925.2653 or at jyarmuch@blanketltd.ca
- Detailed resumes of the owners, shareholders or partners setting out their experiences in the residential construction industry and/or other business activities OR submitted your corporate portfolio of accomplishments.
- Resumes or portfolios of any construction manager or project manager engaged by you for the construction of new homes.
- The Personal Information Consent Form signed by all shareholders.
- The *Financial Information Request Form* COMPLETED by your **Financial Institution**.
- A statement of your Warranty Services Practices and Policies if different from Blanket's recommended practice.

What's next!?!?

1. **Application Submission:** Submit this Application and ALL supporting documentation to Blanket Home Warranty's office, located at Suite 900, Bell Tower, 10104 – 103 Avenue NW, Edmonton, AB, T5J 0H8
2. **Acceptance by Blanket:** Blanket Home Warranty Ltd. will assess your application and determine if you will be accepted for registration. Blanket Home Warranty Ltd. reserves the right to refuse or rescind registration of an applicant, or to grant conditional registration.
3. **The Terms of our Acceptance** will be provided to you in writing and **may** include our request for security in the form of:
 - An irrevocable Letter of Credit or a certified cheque or bank draft in an amount determined by Blanket OR other security considered acceptable to Blanket;
 - Personal guarantees of the principals, if you are an incorporated entity.
4. **Home Enrollment:** If acceptance is granted, you will be required to enroll each home with Blanket Home Warranty Ltd. Builders must complete the appropriate enrollment forms.

Please courier or email all supporting documents as well as the application to:

*Blanket Home Warranty Ltd.
Suite 900, Bell Tower, 10104-103 Avenue NW, Edmonton AB T5J 0H8*

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