

**Sheet Metal and Air Conditioning Contractors' National Association, Inc.**  
**4201 Lafayette Center Drive, Chantilly, VA 20151-1209**  
**Ph: (703) 803-2980 • Fax: (703) 803-3732 • Email: info@smacna.org**



**Application for SMACNA Associate Membership**

Our firm hereby makes application for associate membership in the Sheet Metal and Air Conditioning Contractors' National Association, Inc. [SMACNA] at the classification level indicated below.

**[PLEASE COMPLETE ALL SECTIONS]**

**SECTION I:**

Firm Name: \_\_\_\_\_  
Official Representative: \_\_\_\_\_ Title: \_\_\_\_\_  
[First name] [Last/Surname]  
Personal E-Mail with Firm: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City: \_\_\_\_\_ State/Province: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Country: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Firm Web Address: \_\_\_\_\_

**SECTION II:**

Our firm wishes to affiliate with SMACNA as

- Platinum Associate Member ..... [\$20,000]
  - Gold Associate Member ..... [\$15,000]
  - Silver Associate Member ..... [\$ 7,500]
  - Bronze Associate Member ..... [\$ 3,000]
  - Interim Associate [One year trial] ..... [\$ 2,000]
  - Special Associate Member [Canadian Supplier doing business exclusively in Canada] ..... [\$ 1,500]
- [See Annual Dues payment options on Page 3.]

**SECTION III:**

The following information is supplied with the understanding that it will be kept CONFIDENTIAL.

What are your primary reasons for joining SMACNA? \_\_\_\_\_  
\_\_\_\_\_

Who referred you to SMACNA? \_\_\_\_\_

As a new member of SMACNA, what do you consider the most important benefits and/or services you will receive from the Association? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

We are [check one of the following]:

Manufacturers or Supplier:

- Air Conditioning Equipment
- Architectural Metal Products
- Ductwork or Accessories
- Miscellaneous Products/Services
- Machinery
- Other

Our firm was established in \_\_\_\_\_ [fill in year].

Our firm's annual gross sales last year [or fiscal period] were [Please check the appropriate category]:

- \$0 - \$2 Million
- \$2 - \$3 Million
- \$3 Million +

Are you currently a member of a local SMACNA Chapter?  Yes  No

Is your firm signatory to a collective bargaining labor agreement?  Yes  No

If yes, what crafts and how many employees in each craft are covered by each agreement?

Craft	Number of Employees
_____	_____
_____	_____

Please describe the items manufactured by your firm for sale or services your firm performs for the industry:

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Does your firm install any of the products it manufacturers or is there a division in your organization that installs products as a contractor and/or which subcontracts the installation of your products?

- Yes  No

What geographical area[s] does your firm service? \_\_\_\_\_

**SECTION IV:**

Contributions or gifts to this organization [Sheet Metal and Air Conditioning Contractors' National Association, Inc.] are not deductible as charitable contributions for federal income tax purposes. Sheet Metal and Air Conditioning Contractors' National Association, Inc. contributions, dues and membership fees are deductible by members for federal income tax purposes as ordinary and necessary business expenses within the limitations of the Internal Revenue Code of the United States.

If approved for membership, we agree to abide by the Constitution and Bylaws of the Sheet Metal and Air Conditioning Contractors' National Association, Inc. of which we have received a copy.

SMACNA prohibits the use of its member lists in any manner associated with the transmission, distribution or delivery of any unsolicited bulk or unsolicited commercial e-mail ("Spam"). You may not use any member list to send Spam, nor to violate federal or state laws regulating Spam. If approved for membership, I hereby agree that in the event I contact a SMACNA contractor member via e-mail I will honor SMACNA's e-mail policy and comply with all applicable Spam laws, including particularly, prohibitions against false or deceptive e-mail and requirements allowing recipients to opt-out of receiving further e-mail messages from me.

The required fees paid by our firm will be remitted in accordance with policies and procedures established by the Sheet Metal and Air Conditioning Contractors' National Association, Inc.

_____ Signature	_____ Position/Title with Firm
_____ Print or Type name	_____ Date

**ANNUAL DUES PAYMENT OPTIONS**

*[Please circle your option]*

**Platinum Associate Members**

[Paid in January of Membership Year] .....	\$20,000
10% reduction in membership fee if paid prior to January of the membership year. ....	\$18,000
Quarterly payments of –	
First Quarter .....	\$5,250
Second Quarter .....	\$5,250
Third Quarter .....	\$5,250
Fourth Quarter .....	\$5,250

**Gold Associate Members**

[Paid in January of Membership Year] .....	\$15,000
10% reduction in membership fee if paid prior to January of the membership year. ....	\$13,500
Quarterly payments of –	
First Quarter .....	\$3,937.50
Second Quarter .....	\$3,937.50
Third Quarter .....	\$3,937.50
Fourth Quarter .....	\$3,937.50

All other classifications must pay their annual dues in full with their application.

Silver .....	\$7,500
Bronze .....	\$3,000
Interim .....	\$2,000
Special .....	\$1,500

<b>RETURN THIS FORM COMPLETED TO:</b> SMACNA – Membership Department 4201 Lafayette Center Drive • Chantilly, VA 20151-1209	<b>FOR SMACNA USE ONLY</b> Date Received _____ Check # _____ Amount Received _____
<b>Associate Member Classification</b>	
___ Platinum    ___ Gold    ___ Silver    ___ Bronze    ___ Interim    ___ Special	

## SMACNA BYLAWS LANGUAGE

### ARTICLE VI DUES

#### Section 1 Dues Schedule

The dues and membership fees applicable to Regular Members and Affiliate Members of the Association shall be established by the Board of Directors from time to time. In the event dues or membership fees are changed, written notice shall be given to all affected parties at least thirty (30) calendar days prior to the effective date of the change.

#### Section 3 Dues Delinquency

Any member whose dues remain unpaid ninety (90) days after the due date shall be deemed to be in arrears and shall not be eligible for the benefits of membership thereafter. The due date shall be the twentieth (20th) day of the succeeding month.

Extenuating circumstances may be submitted in writing to the Board of Directors who shall consider the circumstances and approve or deny extension of membership for a specified length of time.

In case of a member becoming in arrears or a member who has been suspended or expelled, reinstatement shall be optional with the Board of Directors.

#### Section 4 New Member Fees Payment

All new Regular Members and Affiliate Members are required to pay one full year's membership fee upon application and, thereafter, a pro rata amount to have future payments coincide with the annual January 1 due date.

### ARTICLE IX ASSOCIATE MEMBERSHIP

#### Section 1 General

Associate membership in this Association may be available to any person, firm or corporation engaged in selling products and/or services to the contractor membership of this Association. Associate membership is offered to those firms who are interested in furthering the objectives and goals of the Industry.

#### Section 2 International Firms

Contractor firms from countries other than the U.S. and Canada shall become Associate Members upon approval of the Board of Directors.

The authority to grant final approval and acceptance shall be vested in the Board of Directors.

#### Section 3 Fee Schedules

Due to the diversity of these Associate Members, the Board of Directors is authorized to establish more than one classification and a fee schedule for each classification.

#### Section 4 Dissolution

This Association reserves the privilege to dissolve any or all classifications of Associate membership at any time provided notice of such intent to dissolve has been given, in writing, to the Associate Members thirty (30) days prior to the dissolution.



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