



CERTIFIED MASTER BUILDER™ PROGRAM



APPLICATION

To The Certified Master Builder™ Committee:

I hereby apply to enroll in the Certified Master Builder™ education classes to be provided by the Marion-Polk Building Industry Association.

I am applying for: (please check one) _____ CMB Designation _____ Education Only

Name: _____ *(individual, not a business)*

Address: _____

City: _____, State: _____ Zip: _____

Phone: _____ Fax: _____ Email: _____

CCB Registration number _____ *(if applicable)*

Current Employer: _____

Address: _____

City: _____, State: _____ Zip: _____

Phone: _____ Fax: _____

Employer CCB Registration number: _____

By my signature below, I hereby state that I am the ___ Owner / ___ Regular employee *(check one)* of a qualified construction company and that I am authorized by the company to provide assurance to any building department in the State of Oregon that all state and local code requirements are being met on all my projects with which I am in charge.

In each of the preceding five calendar years, I have supervised a complete dwelling construction or a whole house dwelling remodel. *(Previous Permit Verification Form Attached) (Form "A")*

I hereby certify that I have NOT been the subject of an adverse final order issued by the Construction Contractors Board within the past 36 months preceding this application date.



CERTIFIED MASTER BUILDER™ PROGRAM



APPLICATION

Enclosed are four (4) letters of recommendation:

- A personal letter of recommendation from a former client in the last 5 years (*Form "B"*)
- A letter of recommendation on your company or current employer from a financial institution in the last 5 years (*Form "C"*)
- **Two** letters from MPBIA Member trade contractors or suppliers with which your company or current employer has done business in the last 5 years (*Form "D"*)

Enclosed is a check, payable to the Marion-Polk Building Industry Association (MPBIA) for the application fee. Upon notification of acceptance, you will be required to pay \$950 (\$500 for MPBIA members) to cover the required education and meals. If you do not have a current code book, there will also be a charge to purchase a current code book that will be used during the education. Please bring a check on first day of class.

Upon completion of the educational classes, if you qualify for the designation, you may then apply the State of Oregon Building Codes Division to take the exam and receive the certification.

I agree to allow Marion-Polk Building Industry Association to obtain a credit report on my company or current employer.

Initial _____ (*company owner, or authorized individual*)

If accepted, I agree to attend the entire education program consisting of 36 hours classroom time.

Signed: _____ Date: _____