



## **CRITERIA FOR A ROOFING CONSULTANT TO BECOME AN OIRCA MEMBER**

A Roofing Consultant is an individual or a firm that performs evaluations of existing roofs, prepares construction documents, performs forensic inspections, monitors construction, serves as an expert witness, and provides other services as needed.

1. Each applicant must, at the time of application for membership, have engaged in operating a successful Roofing Consultant business in the Province of Ontario for a minimum of three (3) years.
2. The applicant must have at least one "Professional" The International Institute of Building Envelope Consultants (IIBEC) member on staff which will be verified with IIBEC.
3. Carry a minimum of \$2MM of errors & omissions (E&O) insurance.
4. Agree to comply with both the OIRCA Competition Law Guidance and Guidelines Governing OIRCA Meetings by signing and submitting the OIRCA Undertaking to Comply.
5. The applicant must agree to, where possible, specify OIRCA Active Membership when prequalifying roofing contractors or tendering roofing construction projects. The applicant will also agree, where possible, to specify the OIRCA Standard Form of Warranty.
6. Submit a formal application with a cheque in the amount of \$986.00 + HST payable to OIRCA. This fee will be deemed to be the applicant's first year of dues and will be refunded should the application be denied.



**APPLICATION FOR ROOFING CONSULTANT MEMBERSHIP IN OIRCA**

COMPANY: \_\_\_\_\_  
(Please Print or Type)

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TELEPHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

E-MAIL: \_\_\_\_\_ WEB: \_\_\_\_\_

PROFESSIONAL IIBEC MEMBERSHIP NUMBER: \_\_\_\_\_

REPRESENTED BY: \_\_\_\_\_  
(Name & Title)

YEAR THE COMPANY WAS INCORPORATED IN ONTARIO

\_\_\_\_\_

I hereby make application for Roofing Consultant Membership in the Ontario Industrial Roofing Contractors Association, and undertake the following:

To accept the rules and regulations of the Association as set forth in the Constitution and By-Laws.

To pay such membership fees and assessments as may from time to time be levied.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

***This application is to be accompanied by a cheque, payable to the OIRCA, in the amount of \$1,003.00 + HST covering the first year's membership dues.***

ACCEPTED BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
(For the OIRCA Board of Directors)

*Ontario Industrial Roofing Contractors Association*  
190 Attwell Drive, Suite 350, Toronto, ON M9W 6H8 Tel: (416) 695-4114 Fax: (416) 695-9920  
1-888-33 OIRCA (336-4722) [www.ontarioroofing.com](http://www.ontarioroofing.com) e-mail: [oirca@ontarioroofing.com](mailto:oirca@ontarioroofing.com)



## APPLICANT - UNDERTAKING TO COMPLY

Reference is made to the Guidelines Governing OIRCA Meetings (the "**Guidelines**") and the preceding OIRCA Competition Law Guidance (the "**Guidance**").

For good and valuable consideration, the receipt and sufficiency of which is acknowledged, the undersigned Applicant confirms receipt of the Guidelines and the Guidance and agrees and will undertake to comply with the Guidelines and the Guidance and to cause its representatives attending OIRCA meetings and social events to comply with the Guidelines should their application be accepted.

Applicant:

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Name:

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Title:

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Signature:

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Date:

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