



# CUMBERLAND HARBOUR

## Builder Application Admission to Builder Program

**Builder's Legal Name:** \_\_\_\_\_

**Builder's Trade Name:** \_\_\_\_\_

**Business Address:**

\_\_\_\_\_

Street

\_\_\_\_\_

City

State

Zip

\_\_\_\_\_

Phone

Fax

Email

**Project Manager:**

\_\_\_\_\_

Name

\_\_\_\_\_

Phone

Cell

Email

**Licensing Information:**

\_\_\_\_\_

Primary State

License Number

\_\_\_\_\_

Other State License(s)

**Type of Entity:**

- Sole Proprietorship
- Limited Partnership
- Corporation
- Other \_\_\_\_\_

State of Organization of Entity: \_\_\_\_\_



# CUMBERLAND HARBOUR

**Management:** Identify officers, directors, members, principals, partners or others authorized to make decisions on behalf of Builder or to bind Builder with regard to Builder’s activities under the Builder Program.

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Name	Title	Phone Number
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Name	Title	Phone Number
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Name	Title	Phone Number
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**Tax Number:**

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Tax ID Number

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Social Security Number

**Subcontractor/Supplier References:** Please list subcontractors and material suppliers with whom Builder primarily does business.

**Electrical:**

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Firm Name	Contact Person	Phone
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**Plumbing:**

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Firm Name	Contact Person	Phone
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**Concrete:**

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Firm Name	Contact Person	Phone
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**Carpentry:**

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Firm Name	Contact Person	Phone
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**Carpentry Labor:**

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Firm Name	Contact Person	Phone
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**Lumber Supplier:**

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Firm Name	Contact Person	Phone
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# CUMBERLAND HARBOUR

**Financial References:** Please list three most recent lenders with whom Builder has obtained construction loans:

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Lender/Branch	Contact Person	Phone Number
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Lender/Branch	Contact Person	Phone Number
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Lender/Branch	Contact Person	Phone Number
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**Banks:** Please list all banks where Builder maintains its business accounts:

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Bank/Branch	Contact Person	Phone Number
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Bank/Branch	Contact Person	Phone Number
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Bank/Branch	Contact Person	Phone Number
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**Bonding Company:** Please list all bonding companies or other institutions that Builder has utilized to obtain bonds related to its construction activities or the operation of its business in the last five years:

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Bonding Company	Contact Person	Phone Number
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Bonding Company	Contact Person	Phone Number
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Bonding Company	Contact Person	Phone Number
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**General Information:**

How long has the Builder been in the construction of residential housing? \_\_\_\_\_

How many residential units has the Builder built and completed in the past five years? \_\_\_\_\_



# CUMBERLAND HARBOUR

**Residential Units:** Identify three subdivisions where Builder has recently constructed residential units.

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Number of Units	Subdivision Name	Subdivision Location
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Number of Units	Subdivision Name	Subdivision Location
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Number of Units	Subdivision Name	Subdivision Location
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**Under Construction:** Identify all homes Builder currently has under construction or completed but unsold.

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Number of Units	Subdivision Name	Subdivision Location
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Number of Units	Subdivision Name	Subdivision Location
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Number of Units	Subdivision Name	Subdivision Location
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**Warranty:** Please describe any warranty Builder currently provides to purchasers of its homes.

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**Loans:** Is Builder or any of its directors, members, principals, or partners currently in default on any loans or involved in any type of foreclosure proceedings?

- Yes (if yes, please describe)
- No

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# CUMBERLAND HARBOUR

**Loans II:** Has Builder or any of its directors, members, principals, or partners defaulted on any loans, had property foreclosed upon or given any deeds in lieu of foreclosure on any property in connection with its business in the last five years?

- Yes (if yes, please describe below)
- No

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**Liens:** Are there currently any tax liens, mechanics liens, materialmen's liens, or other liens filed of record against Builder arising out of the operation of Builder's business?

- Yes (if yes, please describe below)
- No

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**Lawsuit:** Is Builder currently a party to any lawsuit or other legal action?

- Yes (if yes, please describe)
- No

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# CUMBERLAND HARBOUR

**Defect Litigation:** Has Builder ever been a defendant in any construction defect litigation related to the operations of its business?

- Yes (if yes, please describe)
- No

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**Consumer Protection:** Have any complaints been filed against Builder with the Better Business Bureau, Bureau of Consumer Protection, or any other consumer protection agency?

- Yes (if yes, please describe)
- No

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**Business Operation:** Is Builder aware of any threatened or potential litigation or other action related to the operation of its business?

- Yes (if yes, please describe)
- No

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# CUMBERLAND HARBOUR

**Business Operation II:** Is any contractor's license or other license used by Builder in the operation of its business currently the subject of any investigation or other proceeding that may result in any discipline, suspension or revocation of such license?

- Yes (if yes, please describe)
- No

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**Business Operation III:** In the last five years has any contractor's license or other license used by the Builder in the operation of its business been the subject of any investigation or other proceeding that resulted in any discipline, suspension or revocation of such license?

- Yes (if yes, please describe)
- No

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**Bankruptcy:** Has builder, its officers, directors, principals, members or partners or any other business with whom such officers, directors, principals, members or partners filed for bankruptcy or been adjudicated as bankrupt within the last seven years?

- Yes (if yes, please describe)
- No

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# CUMBERLAND HARBOUR

**Licensed Real Estate Broker/Agent:** Are any of Builder's officers, directors, principals, members or partners a licensed real estate broker or agent?

- Yes (if yes, please describe)
- No

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**Felony Conviction:** Have any Builder's officers, directors, principals, members or partners ever been convicted of a felony in relationship to business dealings (fraud, embezzlement, theft, etc.)?

- Yes (if yes, please describe)
- No

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# CUMBERLAND HARBOUR

**Attachments:** Please attach the following materials to this application.

1. Brochures and sales materials, including price lists, for Builder's homes in each subdivision where it is currently building.
2. A sample of the warranty Builder distributes to home buyers.
3. A written description of Builder's customer service policies and procedures including, without limitation, an explanation of all warranties, procedures for making service requests or claims pursuant to such warranties, an emergency contact phone number, and a statement of Builder's policy for addressing customer service requests and warranty claims in a timely manner.
4. Copies of Builder's contractor license and or other licenses used by Builder in the operations of its business.
5. Copies of certificates of insurance and any bonds currently in effect.
6. Copies of Builder's most recent financial statement.

**Builder Status:** Builder certifies that the information contained in this application is true and correct. Builder agrees to inform Cumberland Harbour property manager of any changes to the information contained in this application within five business days in writing of such change. Builder further acknowledges and agrees that the failure to provide Cumberland Harbour property manager with current, accurate and complete information will constitute a breach of Participating Builder Master Agreement and, at the election of Cumberland Harbour property manager result in the termination of the Participating Builder Master Agreement.

Cumberland Harbour will allow Builder to participate in its builder program in its sole discretion, based upon its evaluation of all information contained in this application (including information not specified in this application). Cumberland Harbour reserves the right to allow or not allow Builder to participate in its Builder program.

**Builder Signature:**

By: \_\_\_\_\_

Its: \_\_\_\_\_

Dated: \_\_\_\_\_