

## Master Builder Application Form

### Personal Information

Name					
Company Name					
Mailing Address					
City		Province		Postal Code	
Phone		Email			
Local HBA					

### Proof of Education

Applicants must successfully complete the following CHBA BC courses with a minimum passing grade of 80%:

- BC Building Code 2-part course (Part 1 and Part 2)
- Building Science for New Homes
- Business Planning & Management
- Construction Law
- Effective Customer Service & Negotiation
- Financial Management
- Marketing & Project Sales
- Project Management & Site Supervision
- Service & Warranty
- Leadership in Safety, offered through the BC Construction Safety Alliance

Please check box to indicate you have completed the required CHBA BC courses to qualify for Master Builder.

## Work Experience

Please enter details of your work experience below. You are required to provide proof of having ten (10) years' experience in the residential construction industry, including five (5) of which are at the management level.

Project Address (including City and Province)	Start & End Date	Project Description

Please check box to indicate you have included **three recent reference letters** from clients, suppliers or subtrades.

## Code of Conduct

You must agree to the CHBA BC Master Builder Code of Conduct, stating that you:

- Work for a company that is a member of the Canadian Home Builders' Association;
- Abide by the Canadian Home Builders' Association's Code of Ethics;
- Maintain a valid Residential Builder Licence from BC Housing's Licensing and Consumer Services;
- Complete 6 Continuing Professional Development (CPD) points per year;
- Maintain a safe worksite; and
- Communicate with clients in a professional and timely manner.

Please check box that you agree to the CHBA BC Master Builder Code of Conduct.

**Applicant's Signature**  
(You may type your Signature)

**Date**

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To officially submit, email the completed application form and accompanying documentation to:  
[certification@chbabc.org](mailto:certification@chbabc.org).