



**2018 Application Form - Experienced Builder
NEW CONTRACTOR ELIGIBILITY**

1-Jan-2018

Company Information

Name of Company: _____
 Operating As (If different than above): _____
 Address: _____
 City: _____ Province: _____ Postal Code: _____
 Name of Manager/Contact: _____
 Phone: _____ Cell Phone: _____ Fax: _____
 E-Mail Address: _____
 GST Registration No.: _____ (please provide a copy of the letter from CRA)
 Lawyer's Name: _____
 Law Firm Name & Address: _____

Please provide the following for our consideration and records:

- 1. Relevant Homebuilding Experience:** Applicants must demonstrate expertise and experience in homebuilding in the predeceasing 5 years, by providing the following:
 - a) Minimum of 25 new home builds in the Canadian homebuilding market (by way of permits etc.); Copy Attached
 - b) Two qualified industry references in Canada; and Copy Attached
 - c) Two customer references in Canada. Copy Attached
- 2. Proof of Current Incorporation:** Companies must be registered and have shares issued with the Saskatchewan Corporate Registry as a Limited or Incorporated Company. Attach a copy of the *current* Corporate Registry - **Profile Report** as provided by Saskatchewan Corporate Registry. Copy Attached
- 3. License Information:** Attach a copy of:
 - a) 2018 Business License; and/or Copy Attached
 - b) 2018 Contractor License (if applicable). Copy Attached
- 4. 3rd Party Warranty:** Companies must provide proof of membership with a 3rd party warranty program approved to conduct business in Saskatchewan and accepted by CMHC. 3rd party warranty must be on each and every home constructed by the contractor. A certificate proving 3rd party warranty must be accompanied with every purchased lot. Failure to provide documentation could lead to permanent removal from the Saskatoon Land Eligible Contractor list.
 - a) Progressive Home Warranty Solutions; or Copy Attached
 - b) National Home Warranty Programs Ltd.; or Copy Attached
 - c) New Home Warranty Program of Saskatchewan Ltd.; or Copy Attached
 - d) Blanket Home Warranty Ltd. Copy Attached
- 5. Liability Insurance** Proof of \$2,000,000 Liability Insurance must be provided Copy Attached
- 6. WCB Coverage** Proof of Worker's Compensation Coverage/Registration is required. Copy Attached
- 7. Mandatory Training/Safety Training** Proof of completion of:
 - a) The 7 required courses offered by the Saskatoon & Region Homebuilders Association are as follows:
 - 1) Financial Planning & Management;
 - 2) Project Management & Supervision;
 - 3) Legal Issues in Housing;
 - 4) Building Codes;
 - 5) Construction Technology;
 - 6) Customer Service; and
 - 7) Communication.
 - Or alternate courses as approved by Saskatoon Land.
 - b) Safety Training from a program approved by Saskatoon Land. Copy Attached
- 8. Shareholder Information:** Are there any shareholders of the company who are employed by the City of Saskatoon. Yes
No
- 9. Corporate Seal:** Companies are required to possess a corporate seal which will appear on all agreements. Affix your corporate seal to the bottom of this application.

All documents must be attached to the application at the of time of submission. If any of these documents expire before the end of 2018, you are responsible to provide our office with copies of the renewals.

Saskatoon Land will require a minimum of 7 working days to review your application. During the review period, you will not be allowed to put a lot on hold nor purchase a lot.

All documents must be attached to the application at the of time of submission. If any of these documents expire before the end of 2018, you are responsible to provide our office with copies of the renewals. A renewal application is required to be filled out at the beginning of each year once approved to be an Eligible Contractor.

By signing this form, I am acknowledging that I have read and understand the outline of the City Council Policy regarding Contractor Allocations.

By signing this form, I consent to receive correspondence from Saskatoon Land regarding new lot releases, policy updates, etc.

By signing this form, I consent to Saskatoon Land adding my company name to its website.

Signature ("seal") Date