

BECOME AN

NFBA

ACCREDITED POST-FRAME BUILDER

A National Frame Building Association (NFBA) program that publicly recognizes post-frame builders who have demonstrated their commitment to professionalism and quality in ethical business practices, safety, and education.

NFBA

NATIONAL FRAME BUILDING ASSOCIATION



“Help grow your business by joining this distinguished group of post-frame builders.”

—Bob Brisky,
Fingerlakes Construction,
Clyde, NY

NFBA created the Accredited Post-Frame Builder (APFB) Program to recognize builders who show their commitment as corporate citizens by embracing programs and policies that ensure quality and guarantee customer satisfaction. APFB status sets your company apart from the competition. NFBA accredited builders are entitled to use the APFB logo on company letterhead, business cards, and other marketing materials. In addition, they are highlighted on the “Find the Builder” section of the NFBA Web site, annual membership directory, the NFBA publication *Frame Building News* and at the annual Frame Building Expo.

All NFBA Accredited Builders are authorized to use the following language on all bid documents:

(Company Name) has been recognized by the National Frame Building Association as an Accredited Post-Frame Builder for its commitment to ethical business practices, safety, training, and quality service.

APFB companies are required to renew their status every 2 years by submitting proof that one or more employees earned 12 NFBA Accreditation Units (NAUs) within the previous 24 months. NAUs are earned by attending educational programming at the Annual Expo, pre-approved programs at chapter-related events, and webinars.

As industry professionals, we want our customers and the general public to know that we care about industry standards, quality workmanship, safety, and ethical business practices. Set your company apart from the competition by completing the enclosed application and returning it with payment today.



“Use the APFB logo in your company communications to show you’ve taken the time to stay current with the industry.”

—Larry Edema,
Wick Buildings,
Grandville, MI



Accredited Post-Frame Builder Application Form

To obtain Accredited Post-Frame Builder credentials, please read the following and write your company name and signature, signifying compliance, on the lines below.

Our Company. . .

1. has been granted 12 NFBA Accreditation Units (NAUs) by me or my employees by attending educational sessions at the NFBA Frame Building Expo and NFBA Chapter events or Webinars. Photocopy proof is enclosed.
2. has a policy for conducting customer satisfaction surveys and attempts to satisfy every customer by any reasonable means.
3. adheres to state and local building codes.
4. adheres to NFBA Post-Frame Industry Construction Tolerance Standards.
5. abides by present and future NFBA building standards.
6. carries general liability insurance.
7. complies with state laws concerning workers' compensation coverage and we carry workers' compensation insurance for all employees.
8. requires all subcontractors to provide evidence that they carry workers compensation insurance for their employees.
9. addresses builders' risk on each project and notifies customers that we do or don't carry such insurance.
10. has a written safety program.

Company name _____

Signature of authorized company officer _____

Please read the following and write your company name and signature on the lines below.

In as much as NFBA has dedicated itself to the same ideals of professional responsibility, I hereby agree to abide by and to conduct business in accordance with the following NFBA Code of Ethics:

Our Company (employees and representatives) . . .

1. faithfully stands behind the work it performs and the products we sell in accordance with manufacturer recommendations and warranty.
2. furnishes in good faith to the proper building authorities all required certifications regarding professional or structural engineering and loading standards.
3. makes every effort to preserve customer trust and good faith by providing service and repair parts as requested.
4. makes no false statements about competitor products, business, financial, or personal standings.
5. does not use false or misleading advertising.
6. will honor the written and approved customer business agreements.
7. at all times exercises integrity in all business transactions and in relations with customers, employees, suppliers, and competitors.
8. is dedicated to the promotion of professionalism within our industry and will work diligently to build and perpetuate continuing consumer faith and trust in all NFBA members.
9. encourages all employees, other NFBA members, and professional colleagues to adhere to the NFBA Code of Ethics.

Company name _____

Signature of authorized company officer _____



Accredited Post-Frame Builder Application Form



Company name _____

Company address _____

City/State/ZIP _____

Phone _____ Fax _____ E-mail _____

Type of Builder

General Subcontractor Specialty (specify type) _____

Affidavit: I have truthfully and accurately affirmed by adherence to the requirements for Construction and Ethical Business Practices listed on the application form. **Signature notarization is required.**



Notary stamp

County of _____

State of _____

Signed before me on _____

Name of company principal

(Signature of notarial officer)

Signature of company principal

My appointment expires

- Member company application fee \$150
- Additional per-member branch or dealership fee* \$50
- Nonmember company application fee \$300
- Additional nonmember branch or dealership fee (per nonmember branch)* \$150

*To qualify as a member branch or dealership, you must be managed and operated by the same parent company.

Non-NFBA Members: Please provide two supplier references.

NAME	COMPANY	PHONE NUMBER
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1. _____

2. _____

Checklist for New APFB Applicants

- ✓ Your company's name and signature attesting your adherence to Construction and Ethical Business Practices
- ✓ Photocopy proof of completion of 12 NFBA Accreditation Units (NAUs) during the past 24 months by individuals employed by the company during this time period.
- ✓ Three letters of recommendation by customers
- ✓ Nonmembers must also provide the names and phone numbers of 2 suppliers. NFBA recommends you check with references before listing them.
- ✓ A check for application fees payable to NFBA for each company and branch location that will be accredited.

Checklist for APFB Renewal

- ✓ The same materials and payment for accreditation with the exception of customer letters of recommendation
- ✓ Photocopy proof of completion of 12 NFBA Accreditation Units (NAUs) during the past 24 months by individuals employed by the company during this time period.
- ✓ A check for renewal fees payable to NFBA for each company and branch location that will be accredited.

Please send the completed form, three customer letters of recommendations, photocopy proof of NAUs, and a check made payable to NFBA to:

NFBA • 4700 W. Lake Avenue • Glenview, IL 60025-1485
Phone 800/557-6957 • Fax 847/375-6495 • E-mail nfba@nfba.org • www.nfba.org.

Application fees are nonrefundable. Applications that are not approved will be returned with an explanation and an invitation to resubmit within 90 days.