



SITE BUILT PRODUCER MEMBER APPLICATION

Site Built Producer Members are persons, firms, corporations or partnerships who are engaged in the design and construction of site built safe rooms that are in compliance with the ICC/NSSA 500 Standard and the FEMA P-361 guidelines for the design, construction/installation and inspection of Site Built Residential and Community/Commercial safe rooms. Site Built Producer members apply the appropriate NSSA seal bearing the Producer Member's name to each Site Built Residential and/or Community/Commercial safe room built.

Applicant Name: _____

Company Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____ Fax Number: _____

E-mail: _____ Web Address: _____

The information above will appear on the NSSA website once approved for membership

1. **Safe Room Standards:** Briefly describe when and why your firm gained the knowledge and expertise of the standards and guidelines.

2. **Site Built Projects:** Describe the Community/Commercial safe room projects your firm typically builds. Please attach a list of your projects if you prefer.

3. **Site Built Designs:** How does your firm typically accomplish the design work for your safe room projects (in house, outside professional)?

4. Who referred or encouraged you to apply for membership with the NSSA?

5. I agree and understand that as a Site Built Producer Member of NSSA that our firms will purchase and affix an NSSA Seal for "Site Built Community/Commercial Safe Rooms" on all projects built by our firm (unless the authority having jurisdiction objects). As a Site Built Producer, I will also file a Certificate of Installation on the appropriate NSSA form indicating the firms name, project location, serial number of the NSSA seal and all other required information.
6. I enclose a membership application fee of \$175 (see payment option page 4). I understand that this deposit will be applied to my NSSA membership dues (\$500) when membership is approved. The deposit will be retained by NSSA until membership is approved.
7. I have read the NSSA Bylaws which include the *Code of Ethics* and agree to abide by them. I also agree to support the purpose and objectives of NSSA and uphold its principles of maintaining quality compliance with standards, guidelines and public safety for all Community/Commercial safe rooms built by our firm.

Signature

Title

Company

Date

●.....●
STATE OF _____

COUNTY OF _____

SUBSCRIBED BEFORE ME on this the _____ day of _____, the year of _____

Do certify with my hand and seal of office.

(SEAL)

Signature of Notary

Print Name



SITE BUILT PRODUCER MEMBER APPLICATION

Please provide the following for one representative site-built shelter project your organization has completed as the general or prime contractor. The contact name and phone number(s) provided may be used to confirm the information listed.

Project Name: _____

Project Location: _____

Owner:
Company: _____
Contact Name: _____
Address: _____
Phone: _____
Email: _____

Building Code of Jurisdiction: _____

Design Wind Speed: _____

Shelter Occupancy Total: _____

Shelter Use (please circle one): Dedicated or Multi-Purpose;

If Multi-Purpose, provide alternate occupancy type: _____

Architect of Record:
Company: _____
Contact Name: _____
Address: _____
Phone: _____
Email: _____

Structural Engineer of Record:
Company: _____
Contact Name: _____
Address: _____
Phone: _____
Email: _____



SITE BUILT PRODUCER MEMBER APPLICATION

Mechanical Engineer of Record:

Company: _____
Contact Name: _____
Address: _____
Phone: _____
Email: _____

Electrical Engineer of Record:

Company: _____
Contact Name: _____
Address: _____
Phone: _____
Email: _____

Third Party Reviewer:

Company: _____
Contact Name: _____
Address: _____
Phone: _____
Email: _____

For this representative project site-built shelter project, please provide the final approved third-party review letter or notice with your application.

**NSSA
SITE BUILT PRODUCER MEMBER
PLEDGE**

Recognizing our responsibility to the public and to fellow NSSA members,

I hereby pledge that this company shall oversee construction, inspection and represent only those safe rooms that comply fully with the latest version of the ICC/NSSA 500 Standard and FEMA P-361 guidelines as well as to abide by building codes and practices required by the Authority Having Jurisdiction over the project.

An NSSA Site Built Producer Member seal shall be affixed to each safe room constructed and a “Certificate of Installation” shall be filed with NSSA within 60 days of installation

This company agrees to place the safety of the public above all other business considerations and to fully abide by all provisions of the NSSA Bylaws which includes a Code of Ethics

We pledge to promptly report to NSSA all known or suspected Bylaw, Ethic or Standard violations committed by myself or any fellow NSSA member.

Signature

Title

Company

Date

PAYMENT- Choose One

I am printing and mailing in my completed application and enclosing a check for \$175.
(Mail to one of the addresses listed below).

I am e-mailing my complete application to info@nssa.cc. Please send me a QuickBooks generated invoice so I may pay my membership via credit card (*Visa, MasterCard, American Express, Discover, PayPal, or Bank Transfer*).

Send your completed application:

NSSA

PO Box 41166

Lubbock, TX 79409-1166

OR

NSSA

Reese Technology Center

1103 Fillmore Drive

Building 250, Room104

Lubbock, TX 79416

877-700-6772

info@nssa.cc