

# Owner/Developer/Management Membership Application

**Owner/Developer/Manager Members** shall be any corporation, partnership, firm or person, who owns, develops or manages multifamily housing within the jurisdiction of the PAA-Central Pennsylvania.

NAME OF COMPANY: \_\_\_\_\_

NAME OF MAIN CONTACT (SPECIFY TITLE): \_\_\_\_\_

BILLING ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

COUNTY: \_\_\_\_\_

PHONE: \_\_\_\_\_

FAX: \_\_\_\_\_

MAIN CONTACT EMAIL ADDRESS: \_\_\_\_\_

ALTERNATE CONTACT PERSON EMAIL ADDRESS: \_\_\_\_\_

REFERRED BY: \_\_\_\_\_

## 2017 Membership Dues

Annual Flat Fee	<u>\$300.00</u>
Processing Fee	+ <u>\$ 25.00</u>
\$2.15 per unit from 1 to 1,500 apartments	+ _____
\$1.70 per unit for 1,501 apartments and above	+ _____
<b>TOTAL AMOUNT DUE</b>	= _____

**Application cannot be approved unless both pages of the application & Code of Conduct are completed**

Please make check **PAYABLE** to PAA Central and **MAIL** to

**PAA Central, 29 S Union Street, Suite 120, Middletown, PA 17057**

**Phone: 717-730-0409 Fax: 717-930-0709**

## Paying by Credit Card:

Credit Card Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Name as it Appears on Card: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Email address for receipt to be sent : \_\_\_\_\_

If you require assistance in determining the correct amount to remit, please call (717) 730-0409 for assistance. Membership in the PAA-Central includes membership in the National Apartment Association, and the Pennsylvania Apartment Association. You will also receive a free subscription to *UNITS* magazine.

In making this application, I/we agree to abide by the PAA-Central bylaws and all amendments thereof. In the event of termination of membership in this association, I/we agree to immediately discontinue use of its logo, forms, and member services.

Also, I understand that by providing the fax number(s) and email address(es) above, I hereby consent to receive faxes and email notices sent by or on behalf of PAA-Central.

PRINT NAME \_\_\_\_\_

DATE \_\_\_\_\_

SIGNATURE \_\_\_\_\_

TITLE \_\_\_\_\_





## Membership Code of Conduct

**All PAA Central members must review and complete the organizations Code of Conduct. This document must be turned in with as part of the membership application.**

We, the members of PAA Central, recognize our duty to the public and those individuals who choose to reside in rental housing. Being ever mindful of the increasing role of the rental housing industry in providing homes, we have united ourselves for the purpose of improving the services and conditions of the rental housing industry. Therefore, we adopt this Code of Conduct as our guide in dealing with all people.

### Owner/Manager Member

- We conduct ourselves in an honest and ethical manner at all times to better the communities of which we are a part.
- We comply with all laws, regulations and building codes applicable to the rental housing industry.
- We adhere to all fair housing principles.
- We respect the rights and responsibilities of our residents and diligently respond to their requests.
- We strive to conserve natural resources and to preserve the environment.
- We believe in the value of contracts and their enforcement.
- We believe in the importance of continuing education for rental housing owners, managers and residents. We maintain an equitable and cooperative relationship among the members of this association and with all others who may become a part of this industry in order to further the interest of all members of this association.

### Vendor Member

- We conduct business transactions in a straightforward and honest manner.
- We believe in the value of contracts and their enforcement.
- We conduct business transactions with active knowledge of and affirmative compliance with federal, state and local laws and regulations.
- We respect the integrity of business relationships between members and conduct our business activities with a sense of fair play and competition.
- We respect the right of our colleagues to make an independent and fair determination of the values of our product.
- We will not engage in behavior that constitutes restraint of trade.
- We treat our customers, competitors and vendors with respect and integrity.
- We agree to fulfill our business commitments in a complete, timely and quality manner.
- We encourage our personnel to be proactively involved in and otherwise supportive of association and community-based activities and conduct themselves appropriately at such functions. We will actively promote our business through PAA Central advertising, sponsorship and relationship-building opportunities.

### **Acceptance of the Code of Conduct of PAA-Central**

- I understand that PAA Central Reserves the right to suspend or terminate membership in the association for any member who knowingly and repeatedly violates this Code of Conduct and fails to promptly and properly rectify violations.
- I have read the Code of Conduct of PAA Central and agree to commit the firm as well as myself personally, to abide by the Code, and by the By-Laws, as long as my firm is a member of the PAA Central organization.

Company Name \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_ Authorized Signature \_\_\_\_\_



**OUR MISSION IS TO...**

**Educate**

**Advocate**

**Communicate**

**Empower**

# Membership is what You Make of It

## Professional Development

PAA Central continually offers informative, education programs for all levels of on-site personnel as well as the corporate level.

Nationally recognized designation programs are made available and include:

NALP — “National Apartment Leasing Professional”  
CAMT — “Certified Apartment Maintenance Technician”  
CAM — “Certified Apartment Manager”  
CAS — “Certified Apartment Supplier”

## NAA Privileges

As a member of PAA Central you are automatically a member of National Apartment Association and Pennsylvania Apartment Association.

## Committees

PAA Central would not exist without the help of its many volunteers and committees they serve on. Committees include:

Golf Outing	Best of Living (BOLA)
Maintenance Mania	Business Exchange
Roundtables	Government Affairs

## Annual Events/Programs

Network with other members of the multi-housing industry at our annual events and programs. They include:

Annual Meeting	Fair Housing Seminar
Business Exchange	Golf Outing
Best of Living Awards (BOLA)	Summer Mixer
Holiday Mixer	Education Programs
Maintenance Mania	

## Resources and Publications

<i>Units</i> Magazine	Member Directory
PA Landlord/Tenant Lease and Law Handbook	

## Real Estate School

In 2015, the PA Real Estate Commission approved PAA Central to be a real estate school. PA real estate sales and brokers license renewals are contingent upon the completion of 14 hours of continuing education every biennium (even years). What separates us from other real estate schools is that our menu of continuing education classes are **focused** in the area of property management.

# Additional Membership Benefits

## Access to information, resources and people.

**Member of the Pennsylvania Apartment Association and the National Apartment Association:** As a member of PAA-Central, you automatically become a member of both. NAA is the only full service national trade association dedicated solely to the apartment industry.

**Government Affairs:** Information and representation to help with **local** issues as well as **state** and national issues. Opportunities to visit your congressional leaders in Washington DC and Harrisburg.

**Comcast Revenue Sharing program:** Members in good standing and in regions offering Comcast can participate in this amazing program. Thousand of dollars annually can be added to your bottom line.

**Education:** Nationally recognized designations—NALP, CAM, CAMT, CAMT II. Also extensive in-house and web based learning programs that include fair housing, leasing/marketing, leadership, and maintenance topics. PAA-Central also offers national and state required certification classes such as 410A for maintenance personnel. Also, **GRACE HILL**, a nationally recognized apartment industry on-line education company has partnered with PAA-Central to bring our members the highest quality training.

**State Approved Lease:** State approved, internet based, and customized for the state of Pennsylvania. This powerful lease software allows the user to save time and money.

**Surveys:** Quarterly marketing surveys available for up-to-date local information, statistics, and area trends.

**PA Landlord Tenant Lease and Law Handbook:** A legal guide to a complete description of Pennsylvania's Landlord and Tenant Act at your fingertips

**“UNITS” magazine,** a full-color trade publication featuring news and newsmakers in the multifamily housing Industry. Features include interviews of members who are movers and shakers in the industry, profiles of cutting-edge firms and properties, and topical articles covering every aspect of residential property management and ownership.

**Local and National Expositions and Conferences** that afford members opportunities to strengthen their positions in the market place, and make important connections for future referencing.