



Craft & Hobby Association Buyer Membership Application

CHA use only: Date Received _____
Member ID#/ Member Type _____
CHA approval (initials/date) _____

MEMBERSHIP INFORMATION

Please print all information

Company Name: _____

Name*: _____

Job Title: _____

Mailing Address: _____

City: _____ State/Province: _____

Country: _____ Zip/Postal Code: _____

Business phone: _____

Fax: _____

E-mail: _____

Web site address: _____

Cell phone (optional): _____

Is the company reinstating their CHA membership within 3 years of its expiration?

YES NO

*Individual designated will receive all CHA correspondence; will be considered the voting contact for association-wide elections, and is responsible for updating all membership information for company employees, etc.

Do you wish:

to receive CHA informational faxes? YES NO

to receive CHA informational e-mails? YES NO

NOTE: Your company cannot opt-out of administrative contact as this is used to communicate important information about CHA membership and association governance issues.

1. How did you hear about CHA?

www.craftandhobby.org www.chashow.org

Referred by: _____

Other: _____

INSTRUCTIONS

- Select the membership category based on your business type (A) or (B) and provide the business qualifications described on second page.
- Select the dues that belongs to the membership category chosen.
- Complete the payment information (C).
- Sign the application (D) and send this application with business qualifications and payment by mail, fax or email (scan documents as attachments) to:

CHA Membership Dept.
319 E. 54th Street
Elmwood Park, New Jersey 07407 USA
Fax (201) 797-0657
Email: membership@craftandhobby.org

Questions?: Phone (201) 835-1213

Choose your type of business under Item A or Item B below and refer to the corresponding Dues Schedules for that membership section (section descriptions and business qualifications are listed on second page):

A) STORE-FRONT RETAILERS (only)

Dues schedule is based on number of store-front locations

No. of Stores	Dues	No. of Stores	Dues
<input type="checkbox"/> One store	\$ 150	<input type="checkbox"/> 51 – 100 Stores	\$ 6,000
<input type="checkbox"/> 2 – 4 Stores	\$ 300	<input type="checkbox"/> 101 – 150 Stores	\$10,000
<input type="checkbox"/> 5 – 10 Stores	\$ 750	<input type="checkbox"/> 151 – 200 Stores	\$12,500
<input type="checkbox"/> 11 – 25 Stores	\$ 1,250	<input type="checkbox"/> 201+ Stores	\$15,000
<input type="checkbox"/> 26 – 50 Stores	\$ 3,000		

B) IF NOT A STORE-FRONT RETAILER, SELECT ONE OF THE BUYER MEMBER CATEGORIES BELOW:

- Internet/Catalog Retailer Institutional Buyer
 Professional Crafter TV/Media Sales Retailer

Dues are assessed on worldwide revenue in craft products (in the 12 months preceding the submission date of this application) as shown below:

Revenue	Dues
<input type="checkbox"/> Less than \$500k	\$ 150
<input type="checkbox"/> \$500k - \$2 mil	\$ 300
<input type="checkbox"/> \$2 mil - \$5 mil	\$ 500
<input type="checkbox"/> More than \$5 mil	\$ 1,000

C) PAYMENT INFORMATION

- Funds must be drawn on a U.S. financial institution and paid in U.S. funds.
- Membership dues are based on a fiscal year from January 1– December 31.
- Dues are not pro-rated.
- Your dues renewal invoice will be mailed in September with a deadline of October 31.

DUES: \$ _____

TOTAL ENCLOSED: \$ _____

American Express MasterCard Discover Visa

Check # _____

Card Number _____

Expiration Date: _____

Print Cardholder's Name: _____

Signature: _____

D) SIGNATURE

Any person, firm, or corporation ethically engaged in the craft and hobby industry, or branch thereof, shall be eligible for membership in this Association, subject to the provisions of the Bylaws.

Signature _____

Date _____

Tracking Code: Online

Buyer Membership Categories

Companies whose principal business is purchasing craft & hobby merchandise to resell to an end user (consumer).

STORE-FRONT RETAILER: A retailer is a company whose principal craft and hobby business is the sale of merchandise at retail from one or more brick-and-mortar store locations and sells such items known to the trade as craft or hobby products, supplies or parts thereof, to the consumer or end-user. *Note: For a retailer that also has an internet store (e-commerce Web site), the Association will consider the store-front business only for the purpose of this member section and dues assessment.*

Submit copies of these business qualifications:

1. At least 3 paid invoices (recent) from industry suppliers; \$200 minimum for each
2. Resale tax certificate or business license for industry-related business
3. EIN (employer identification number)
4. Store-front photograph; or store/commercial lease or mortgage
5. Paid bill from either a utility, phone or ISP company; or a "Yellow Pages" listing

INTERNET/CATALOG RETAILER: An internet/catalog retailer is a company whose principal craft and hobby business is the sale of merchandise at retail via an e-commerce Web site and/or catalog and sells such items known to the trade as craft or hobby products, supplies, kits, or parts thereof, to the consumer or end-user. This type of retailer does not have any brick-and-mortar store locations and does not sell self-manufactured or handmade items (see Professional Crafter).

Submit copies of these business qualifications:

1. At least 3 paid invoices (recent) from industry suppliers, \$200 minimum for each
2. Company Web site with unique domain name (placeholder not acceptable)
3. Resale tax certificate or business license for industry-related business
4. Paid bill from the ISP (internet service provider) and/or copy of catalog

PROFESSIONAL CRAFTER: A professional crafter is a company whose principal craft and hobby business is home-based production (non-factory—also known as a cottage industry business), whereby finished products or handmade/one-of-a kind items, gifts or collectibles are produced and sold on consignment, through special orders, at regional craft shows, or via an e-commerce Web site. This company wishes to place orders for craft or hobby products, supplies or parts thereof, with manufacturers, importers or distributors within this industry.

Submit copies of these business qualifications:

1. At least 3 paid invoices (recent) from industry suppliers, \$150 minimum for each; and/or receipts for supplies purchased at retail, \$450 minimum total
2. Billing invoices to customers with combined total of \$400
3. Resale tax certificate or business license for industry-related business or EIN (employer identification number)
4. Paid bill from either a utility, phone or ISP company; or a "Yellow Pages" listing

ADDITIONAL COMPANY INFORMATION: The individual employee designated on the first page to be the primary contact will receive all CHA correspondence; will be considered the voting contact for association-wide elections, and is responsible for updating all membership information for company employees, etc.

Please list other key staff roles within your company below if different from the primary contact:

Registration Contact: _____

Name	Title	Email
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Chief Executive	_____	_____
Name	Title	Email

Advertising:	_____	_____
Name	Title	Email

Industry Standards:	_____	_____	
(Supply Chain Mgmt)	Name	Title	Email

Financial/AP:	_____	_____
Name	Title	Email

INSTITUTIONAL BUYER: An institutional buyer represents a school, college, hospital, youth day camp or senior citizen group or facility; a museum; any state or government office, department or institution; a US military skill development center; any business whose primary commerce is outside of the craft and hobby industry but wishes to place orders for craft or hobby products, supplies or parts thereof, with manufacturers, importers or distributors within this industry.

Submit copies of 4 types of business qualifications below:

1. At least 3 paid invoices (recent) from industry suppliers; \$200 minimum for each
2. Legal documentation attesting to the group's status as a non-profit or not-for-profit organization; any information showing services/products of the organization
3. Organization's Web site with unique domain name
4. Resale tax certificate or business license
5. Employer identification number (EIN)

TV/MEDIA SALES RETAILER: A TV/media sales retailer is a company whose principal craft and hobby business is the sale of craft, hobby or gift merchandise at retail via a television program which is broadcast regularly on a television network or cable station. This member company may also market industry-related instructional videos which are broadcast and sold via an e-commerce Web site.

Submit copies of these business qualifications:

1. At least 3 paid invoices (recent) from industry suppliers, \$200 minimum for each OR billing invoices to several customers with combined total of \$500.
2. Company Web site with unique domain name (placeholder not acceptable)
3. Resale tax certificate or business license for industry-related business
4. Sample of television or video products

IMPORTANT CHA MEMBERSHIP INFORMATION:

The Craft & Hobby Association (CHA) is a not-for-profit 501(c)(6) trade association.

Your CHA membership section is determined by the type of business and services your company performs within this industry; CHA is not an individual member organization. The membership section chosen will be verified by CHA and changed to correspond to the Association's business rules if needed. Once your company is a member, all employees are considered members through your organization.

For U.S. companies, CHA dues may be deducted as a business expense. Dues payment cannot be deducted as a charitable contribution.

BUSINESS QUALIFICATIONS FROM COMPANIES BASED OUTSIDE THE UNITED STATES:

The business qualifications that are listed for each member section above is one of the methods used to qualify legitimate businesses wishing to join this Association. Please provide appropriate documentation that proves your company is a functioning entity within your country of origin.