



# Craft & Hobby Association Supplier Membership Application

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

## MEMBERSHIP 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.*

How did you hear about CHA?  
 www.craftandhobby.org  www.chashow.org  
 Referred by: \_\_\_\_\_  
 Other: \_\_\_\_\_

## INSTRUCTIONS

1. Select the membership category best suited for your company (A) and provide the business qualifications described on second page.
2. Select the annual dues (B) amount based on the previous 12 months preceding the submission date of this application.
3. Complete the payment information (C).
4. 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

## A) SUPPLIER MEMBERSHIP CATEGORIES

- Manufacturer/Importer
- Distributor
- Service Provider
- Consumer Publisher/Media
- Trade Publisher

## B) REVENUE BASED ANNUAL DUES

The CHA dues will be assessed on worldwide revenue of craft products or services (in the 12 months preceding the submission date of this application) as shown below:

Revenue	Dues	Revenue	Dues
<input type="checkbox"/> Less than \$250k	\$ 400	<input type="checkbox"/> \$8 mil - \$15 mil	\$ 2,200
<input type="checkbox"/> \$250k - \$500k	\$ 550	<input type="checkbox"/> \$15 mil - \$30 mil	\$ 3,000
<input type="checkbox"/> \$500k - \$1 mil	\$ 850	<input type="checkbox"/> \$30 mil - \$50 mil	\$ 4,200
<input type="checkbox"/> \$1 mil - \$3 mil	\$ 1,150	<input type="checkbox"/> \$50 mil - \$70 mil	\$ 5,500
<input type="checkbox"/> \$3 mil - \$5 mil	\$ 1,450	<input type="checkbox"/> \$70 mil - \$100 mil	\$ 7,200
<input type="checkbox"/> \$5 mil - \$8 mil	\$ 1,650	<input type="checkbox"/> More than \$100 mil	\$10,500

## 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

# Supplier Membership Categories

Companies whose principal business is supplying craft and hobby merchandise through manufacturing, publishing, distributing or providing services to member companies.

**MANUFACTURER / IMPORTER:** A manufacturer/importer is a company that produces and/or imports craft and hobby merchandise with a recognized trade name or mark on the merchandise that is being sold and is an exclusive supplier of these products. A manufacturer may also make, repackage and/or own proprietary rights to products that are for trade or professional use only by members of CHA, or companies eligible for membership in CHA; these products are not intended to be resold to consumers. A manufacturer can also make or resell non-craft/hobby allied products which can be used in conjunction or in combination with the creation of craft and hobby merchandise.

Submit copies of these business qualifications:

1. Company Web site, catalogs, price sheets, literature, photography or other documentation illustrating product(s) that are manufactured or imported
2. Names and addresses of six (6) current craft/hobby wholesale and/or retail accounts
3. Business license
4. Employer Identification Number (EIN)

**DISTRIBUTOR:** A distributor buys and sells craft/hobby merchandise under its company name, carries adequate inventories to fill orders; assembles its merchandise from many suppliers in large quantities and resells smaller quantities to wholesalers or retailers. A distributor may also be the exclusive agent for a manufacturer/importer in a designated territory, region, or country; or act as an exporter of merchandise from the U.S. to resell to accounts in a specific region or country. At least 80% of total business must be at wholesale with a lesser amount in retail sales.

Submit copies of these business qualifications:

1. Company Web site, catalogs, price sheets, literature, photography or other documentation illustrating product(s) that your company distributes
2. Names and addresses of six (6) current craft/hobby wholesale and/or retail accounts
3. Business license
4. Employer Identification Number (EIN)

**SERVICE PROVIDER:** A service provider is a company which offers or sells business-to-business services which could be of benefit to craft and hobby industry members. Examples of these services include, but are not limited to: financial/banking/legal services, OEM, POS systems, software development, product development, supply chain management, advertising services, printing, creative consulting, editorial services and technical writing, marketing and public relations, personnel recruitment, staff development and sales coaching, fulfillment, mailing or shipping services, video-taping and production services.

Submit copies of these business qualifications:

1. Company Web site, catalogs, literature, photography or other documentation listing service(s) that your company provides
2. Names and addresses of four (4) current clients or a reference from a current CHA Supplier or Publisher member company
3. Business license
4. Employer Identification Number (EIN)

**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:

Exhibits Contact:	_____	_____	_____
	Name	Title	Email
Chief Executive	_____	_____	_____
	Name	Title	Email
Advertising:	_____	_____	_____
	Name	Title	Email
Industry Standards: (Supply Chain Mgmt)	_____	_____	_____
	Name	Title	Email
Financial/AP:	_____	_____	_____
	Name	Title	Email

**CONSUMER PUBLISHER & OTHER MEDIA:** A consumer publisher is a company whose principal craft/hobby business is the dissemination of published information intended for consumers via periodicals, magazines, books, television programming (instructional or entertainment) and/or via an internet Web site(s) and/or seeks advertisers, subscribers and/or viewers within the craft and hobby industry.

**TRADE PUBLISHER:** A trade publisher is a company whose principal craft/hobby business is published information intended specifically for the trade (business-to-business) marketplace.

Consumer or Trade Publishers may submit copies of these business qualifications:

1. Company Web site
2. Copy of primary periodical/magazine or catalog of book titles
3. Business license
4. Employer Identification Number (EIN)

## 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.



Craft & Hobby Association

319 E. 54th Street

Elmwood Park, NJ 07407 USA

Phone: (201) 835-1200

Fax: (201) 797-0657

Email: [membership@craftandhobby.org](mailto:membership@craftandhobby.org)

Web sites: [www.craftandhobby.org](http://www.craftandhobby.org)

[www.chashow.org](http://www.chashow.org)