

PROBATIONARY CONTRACTOR ELIGIBILITY

Company Information

Name of Company: _____

Operating As (If different than above): _____

Address: _____

City: _____ Province: _____ Postal Code: _____

Name of Manager/Contact: _____

Phone: _____ Cell Phone: _____ Fax: _____

E-Mail Address: _____

GST Registration No.: _____ (please provide a copy of the letter from CRA)

Lawyer's Name: _____

Law Firm Name & Address: _____

Please provide the following for our consideration and records:

- | | | |
|---|---|--|
| 1. Proof of Current Incorporation: | Companies must be registered and have shares issued with the Corporations Branch of Saskatchewan as a Limited or Incorporated Company. Attach a copy of the current Corporate Registry - Profile Report as provided by the Corporations Branch of Saskatchewan. | Copy Attached <input type="checkbox"/> |
| 2. License Information: | Attach a copy of:
a) 2020 Business License; and/or
b) 2020 Contractor License (if applicable). | Copy Attached <input type="checkbox"/>
Copy Attached <input type="checkbox"/> |
| 3. New Home Warranty: | Companies must provide proof of membership with a new home warranty program approved to conduct business in Saskatchewan and accepted by CMHC.
a) Progressive Home Warranty Solutions; or
b) National Home Warranty Programs Ltd.; or
c) New Home Warranty Program of Saskatchewan Ltd.; or
d) Blanket Home Warranty Ltd. | Copy Attached <input type="checkbox"/>
Copy Attached <input type="checkbox"/>
Copy Attached <input type="checkbox"/>
Copy Attached <input type="checkbox"/> |
| 4. Liability Insurance: | Proof of \$2,000,000 Liability Insurance must be provided. | Copy Attached <input type="checkbox"/> |
| 5. WCB Coverage: | Proof of Worker's Compensation Coverage/Registration is required. | Copy Attached <input type="checkbox"/> |
| 6. Mandatory Training/Safety Training: | Proof of completion of:
a) One of the mandatory training courses offered through either the Saskatoon & Region Home Builders Association or a similar course that is first approved by Saskatoon Land; or
b) Safety Training from a program approved by Saskatoon Land. | Copy Attached <input type="checkbox"/>
Copy Attached <input type="checkbox"/> |
| 7. Shareholder Information: | Are there any shareholders of the company who are employed by the City of Saskatoon? | Yes <input type="checkbox"/>
No <input type="checkbox"/> |
| 8. Industry Reference: | Two written references to be provided. Could be from, but not limited to, Eligible Contractors, recognized sub-trades, building supply companies, etc. | Copies Provided <input type="checkbox"/> |
| 9. Credit Check: | This information can be obtained from your financial institution. A copy would be required for the company and its shareholders. | Copy Attached <input type="checkbox"/> |
| 10. Business Plan: | A complete Business Plan showing a 2-year projection of business operations. This should include cash flow forecast, income and expense projections and financing information. | Copy Attached <input type="checkbox"/> |
| 11. Corporate Seal: | Companies are required to possess a corporate seal which will appear on all agreements. Affix your corporate seal to the bottom of this application. | |

All documents must be attached to the application at the time of submission. If any of these documents expire before the end of 2020, you are responsible to provide our office with copies of the renewals.

Saskatoon Land will require a minimum of 7 working days to review your application. During the review period, you will not be allowed to put a lot on hold nor purchase a lot.

By signing this form, I am acknowledging that I have read and understand the outline of the City Council Policy regarding Contractor Allocations. I understand that my first lot is a probationary lot, and I will be unable to purchase any further lots until the following has been completed:

- a) an initial deposit of 50% of the purchase price has been paid at the time of purchase;
- b) the remaining balance of the purchase price is paid within one calendar year from the date of purchase;
- c) construction is complete including all deficiencies within one calendar year from the date of possession;
- d) initial lot is purchased from available City-owned inventory and not from a lot draw offering; and
- e) the remainder of the mandatory training (as shown on attached information sheet) must be completed within one calendar year from the date of purchase.

Signature

("seal")

Date