

## APPROVED APPLICATOR APPLICATION FORM

*All applicators of the Kingfield Waterproofing Systems must be approved by Kingfield Construction Products. To apply for approved applicator status, this form must be completed and mailed or emailed to the address listed at the bottom of this page. Please type or legibly print the form, otherwise it could delay the processing time of the application. Note that if your state requires a contractor's license, then a copy of the license must be included with the application. Emailed copies will only be processed if legible. P.O. Boxes will NOT be accepted.*

**BUSINESS NAME:** \_\_\_\_\_

**CONTRACTOR LICENSE #** \_\_\_\_\_ **LICENSE TYPE:** \_\_\_\_\_

**BUSINESS TYPE:**  Sole Proprietorship  Partnership  Corporation  LLC

**BUSINESS ADDRESS:**

Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Web: \_\_\_\_\_

Year Business Established: \_\_\_\_\_ Yearly Sales Volume:\$ \_\_\_\_\_

**EXECUTIVE OFFICERS:**

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Experience: \_\_\_\_\_

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Experience: \_\_\_\_\_

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Experience: \_\_\_\_\_

**NUMBER OF EMPLOYEES:**

Office: \_\_\_\_\_ Sales: \_\_\_\_\_ Laborers: \_\_\_\_\_ Foremen: \_\_\_\_\_ Total: \_\_\_\_\_

Geographies where majority of work is performed: \_\_\_\_\_

**Division of Projects:** Roofing: \_\_\_\_\_ % Below Grade: \_\_\_\_\_ % Podium: \_\_\_\_\_ % Other: \_\_\_\_\_ %

Explain Other: \_\_\_\_\_

**PLEASE LIST THREE MAJOR JOBS:**

1. Name: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Manufacturer and application or system type: \_\_\_\_\_

Date of installation: \_\_\_\_\_ Square Feet Installed: \_\_\_\_\_

2. Name: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Manufacturer and application or system type: \_\_\_\_\_

Date of installation: \_\_\_\_\_ Square Feet Installed: \_\_\_\_\_

3. Name: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Manufacturer and application or system type: \_\_\_\_\_

Date of installation: \_\_\_\_\_ Square Feet Installed: \_\_\_\_\_

**EXPERIENCE WITH APPLIED WATERPROOFING MEMBRANES:** *LIQUID:*  None  Minor  Regular  Extensive

*SHEET:*  None  Minor  Regular  Extensive

**LIQUID TYPES USED:**  Hot Rubber  Polymer Rubber Gel  Single Component  Dual-Component  Other: \_\_\_\_\_

**TYPICAL ANNUAL SQUARE FEET OF WATERPROOFING APPLIED:** \_\_\_\_\_

**CERTIFICATION/APPROVAL FROM OTHER MANUFACTURER(S):**  YES  NO

If yes, please list: \_\_\_\_\_

**WILLING TO PROCURE THE EQUIPMENT REQUIRED FOR APPLYING KINGFIELD PRODUCTS?:**  YES  NO

**CREDIT REFERENCES – Three major suppliers – (Company Name, Address, Phone, and Email)**

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

**HAS THE COMPANY EVER FILED FOR BANKRUPTCY PROTECTION?:**  YES  NO

**BONDING COMPANY**

Name: \_\_\_\_\_ Capacity USD \$: \_\_\_\_\_

Street: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**INSURANCE CARRIER (LIABILITY)**

Name: \_\_\_\_\_ Capacity USD \$: \_\_\_\_\_

Street: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**ADDITIONAL PERTINENT INFORMATION:** \_\_\_\_\_

\_\_\_\_\_  
Signature (must be an officer of the company) Title Date

**NOTICE: KINGFIELD SYSTEM is electronic and no paper copies will be provided unless requested**

<b>(KINGFIELD INTERNAL USE ONLY)</b>
<b>KINGFIELD REPRESENTATIVE APPROVAL</b>
<b>KINGFIELD APPROVAL</b>
<b>KINGFIELD APPROVED CONTRACTOR #</b>

**Training and Approval Procedures**

**KINGFIELD requires that all Applicators complete training provided by KINGFIELD personnel and become approved to install KINGFIELD materials as a condition of warranty issuance, in accordance with the following:**

1. Applicator shall be trained in the use and application of KINGFIELD materials by KINGFIELD personnel as part of a qualifying KINGFIELD materials installation. A qualifying KINGFIELD materials installation shall be a minimum of 2,500 square feet of waterproofing.
2. Applicator shall be responsible for purchasing or otherwise obtaining and providing at the project site all tools and materials deemed necessary by KINGFIELD personnel to facilitate the application training.
3. Applicator shall ensure that all personnel involved in any aspect of substrate preparation, or material mixing, application or repair required as part of any KINGFIELD materials installation performed by the Applicator firm will attend the complete application training program.
4. Applicator shall provide a minimum of ten business days advance notice to the KINGFIELD Technical Department prior to the anticipated commencement of the qualifying KINGFIELD materials installation.
5. KINGFIELD will accommodate the time requirements of the Applicator whenever possible in scheduling the training. However, when this is not possible, Applicator must adjust their work schedule so that a KINGFIELD technical representative is on-site at the commencement of the installation. Any installation that begins without a KINGFIELD technical representative present will no longer be accepted as a qualifying materials installation, and the project will no longer be eligible for a Workmanship and Materials warranty.
6. Training involves a period of three or four consecutive days, and one additional follow-up day. Training typically consists of one day of surface preparation, one day of detailing and membrane application, and two days of surfacing application, and one additional day of follow-up inspection and application review.
7. Duration of the actual training program is at the sole discretion of the KINGFIELD SYSTEM trainer, and is dependent on the performance of the Applicator personnel. Periods of inclement weather are in addition to the training period.
8. At the successful completion of the training, Applicator shall be deemed an "Approved KINGFIELD Applicator", and will receive notification as such from KINGFIELD.
9. Status as an Approved KINGFIELD Applicator qualifies the Applicator to purchase KINGFIELD materials in accordance with current "TERMS OF SALE," and to register KINGFIELD applications and receive KINGFIELD warranties in accordance with current "POLICY AND PROCEDURES FOR APPLICATION."
10. Individual Applicator personnel who successfully complete the training shall be designated as "KINGFIELD Specialist Applicators" for the Approved KINGFIELD Applicator. This designation is not transferable between Applicator firms.
11. Only "Approved KINGFIELD Applicator" personnel shall be allowed by Applicator firm to install KINGFIELD materials.
12. Applicator personnel who have not taken part in the initial training program may become approved through sufficient on-the-job experience if, in the sole opinion of KINGFIELD technical personnel, satisfactory knowledge of KINGFIELD materials and application requirements, and satisfactory competency in hands-on KINGFIELD material installation, have been demonstrated.
13. In addition, each Approved KINGFIELD Applicator firm shall designate a minimum of one KINGFIELD Specialist Applicator to receive additional in-depth training from KINGFIELD technical personnel. At the successful completion of this training, these individuals shall be designated as "KINGFIELD Specialist Trainers," and will be allowed to train new Applicator firm personnel to be designated "KINGFIELD Specialist Applicators."
14. Supplemental training may be required for the following reasons: (i) if, at the sole discretion of KINGFIELD technical personnel, KINGFIELD standards of application quality are not being met; (ii) if the Applicator firm has not been trained in the application of the specific KINGFIELD material(s) being used on a project, (iii) if an Applicator firm has not installed KINGFIELD materials installations totaling 2500 square feet of roofing/waterproofing within the past year; or (iv) if there is no KINGFIELD Specialist Trainer on the project, and the Applicator firm personnel at the project are not KINGFIELD Specialist Applicators. Duration of supplemental training program is at the sole discretion of the KINGFIELD trainer, and is dependent on the performance of the Applicator personnel. Periods of inclement weather are in addition to the training period.
15. Applicator firm is responsible for all reasonable and customary KINGFIELD travel expenses and a daily training fee of \$500.00 per day, portal to portal, for both initial approval & supplemental training.
16. Applicator firm is responsible for all reasonable and customary travel expenses and fees for scheduled training sessions that the Applicator firm does not attend or is not prepared for, regardless of the reason, unless a written cancellation notice is received by KINGFIELD a minimum of 48 hours prior to the scheduled time.
17. Applicator firms and personnel who repeatedly demonstrate an unwillingness or inability to install KINGFIELD materials in accordance with KINGFIELD standards of application quality and currently published construction details, installation and application specifications, and technical bulletins will be subject to cancellation of their approved status.
18. Applicator firm and individual Applicator personnel certifications are valid for as long as there are annual KINGFIELD materials installations totaling 2500 square feet of waterproofing.

**KINGFIELD CONSTRUCTION PRODUCTS**

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