



## Application for Contractor Membership

We do hereby make application for membership as a Contractor Member, either Corporate or Individual, in ADSC: The International Association of Foundation Drilling (ADSC-IAFD), and agree to abide by the By-Laws (available upon request) and to the ADSC-IAFD Code of Professional Conduct (attached hereto).

A Contractor Member is defined as a specialty subcontractor who acts as such for the installation of anchored earth retention systems, drilled shafts, and/or micropiles that satisfy the qualifications established by the ADSC Board of Directors. Specialty subcontractors who install excavation support systems, soil and/or rock anchors, underpinning, slope/slide stabilization systems, and other related work are also qualified for membership. This definition serves only as a guideline and, should special circumstances occur, the Board of Directors will be consulted to determine eligibility. Please note that membership in the ADSC-IAFD is not available to "self-performing" General Contractors.

I. Company Information: *Please complete this entire section.*

Company Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

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

Physical Address: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Yr Established: \_\_\_\_\_

Company Website: \_\_\_\_\_

Please describe the range of services performed by your company (limit to 30 words or less):

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Please provide the brands and models of equipment your company uses on anchored earth retention, drilled shafts, and/or micropile projects

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In which area(s) cities or states do you primarily work?

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How did you learn about ADSC?

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Please provide at least two (2) references who can attest that you have worked for them as a specialty subcontractor, as defined above.

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Company: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Company: \_\_\_\_\_

If available when submitting this application, please include a company brochure(s) and a descriptive letter about your company. This will assist us in directing appropriate inquiries to your company when received in the ADSC-IAFD office.

**II. Membership Category:** *Please indicate to which class and category (for Corporate Contractor Member only) you are applying by placing an "x" in the appropriate space. Definitions are provided below.*

For Corporate Contractor Member applicants, the class and category are based on a sliding scale and are a factor of the largest single project awarded and performed, which are based on the total value of the contract bid. When selecting the appropriate class and category for your company, please consider the level at which you will be performing within the next twelve months.

Class	Category			
<input type="checkbox"/> U.S. Corporate Contractor Member	<input type="checkbox"/> Cat I	<input type="checkbox"/> Cat II	<input type="checkbox"/> Cat III	<input type="checkbox"/> Cat IV
<input type="checkbox"/> Canadian Corporate Contractor Member	<input type="checkbox"/> Cat I	<input type="checkbox"/> Cat II	<input type="checkbox"/> Cat III	
<input type="checkbox"/> Non-U.S./Canadian Corporate Contractor Member				
<input type="checkbox"/> Individual Contractor Member				

**1. U.S. Corporate Contractor Member** - specialty sub-contractors who primarily perform work, as defined above, within the United States.

Category	Description
I	Performs single projects in excess of \$750,000 USD
II	Performs single projects between \$250,000 and \$750,000 USD
III	Performs single projects between \$50,000 and \$250,000 USD
IV	Performs single projects up to \$50,000 USD

**2. Canadian Corporate Contractor Member** - specialty sub-contractors who primarily perform work, as defined above, within Canada.

Category	Description
I	Performs single projects in excess of \$750,000 USD
II	Performs single projects between \$250,000 and \$750,000 USD
III	Performs single projects up to \$250,000 USD

- 3. Non-U.S./Canadian Corporate Contractor Member - specialty sub-contractors who primarily perform work, as defined above, outside the United States and Canada.
- 4. Individual Corporate Contractor Member - for a current employee of an ADSC-IAFD Corporate Contractor Member in Good Standing, who satisfies the qualifications established by the ADSC-IAFD Board of Directors.

III. Contact Information:

- 1. Corporate Contractor Member –Please provide the name of up to three (3) contact persons at each office location. Please indicate the Key Contact person by placing an “x” in the appropriate space. Unless otherwise instructed, the person(s) named below will be listed under your firm's name in the ADSC-IAFD Membership Directory.

*Please copy this sheet for listing additional office locations*

\_\_\_\_ Contact Name: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 E-mail: \_\_\_\_\_

\_\_\_\_ Contact Name: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 E-mail: \_\_\_\_\_

\_\_\_\_ Contact Name: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 E-mail: \_\_\_\_\_

- 2. Individual Corporate Associate Member – Only one (1) contact person per application may be added.

Name: \_\_\_\_\_ Title: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

IV. Annual Membership Dues

Annual Dues for membership in the ADSC-IAFD are based on a sliding scale, and are dependent upon the Contractor representing their company as performing single projects in the amounts listed in table below, which are based on the total value of the contract bid.

When selecting the appropriate dues category for your company, please consider the level at which you will be performing within the next twelve months.

Membership automatically includes a one-year subscription to FOUNDATION DRILLING magazine valued at \$95 and all related benefits. In addition, membership will also keep you advised of the many activities and opportunities for marketing and networking within the ADSC-IAFD.



By signing this application, I hereby agree to abide by the ADSC By-Laws and Code of Professional Conduct. Also, I hereby certify that my company falls in the proper category, as described on this application.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Name of ADSC Sponsor \_\_\_\_\_

Please remit your completed application with the proper first year membership dues to B.D. Smith via fax (469.359.6007), via email (bdsmith@adsc-iafd.com), or by mail at the address provided at the bottom of the page. Please note: full payment must be received prior to the processing of any submitted application.

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For ADSC-IAFD Office Use Only

## CODE OF PROFESSIONAL CONDUCT

ADSC prides itself in being identified as composed of individuals and companies that are committed to delivering dependable, high quality “products” to its clients. The ADSC Code of Professional Conduct is designed to address the obligations of the anchored earth retention, drilled shaft, and micropile industries in four key areas:

1. Obligations to the Client,
2. Obligations to the Public,
3. Obligations to the Government, and
4. Obligations to ADSC.

Each area begins with an Ethical Principle that sets forth the goals and ideals of the profession. The Ethical Principle is followed by the applicable sections of the Code of Professional Conduct which lists specific types of conduct that is either required or prohibited.

Ethical Principles are goals that every professional should strive to achieve. They serve as the justification for the specific requirement of the Code of Professional Conduct. Unlike the Ethical Principles, the Code of Professional Conduct is binding upon ADSC members and violations may subject the member to disciplinary action in accordance with the ADSC Articles of Incorporation and Bylaws.

It is the duty of every ADSC Company and/or individual member to know and strictly adhere to the requirements of the Code of Professional Conduct. For the protection of the clients we serve, the profession we dedicate ourselves to, the communities in which we live, and the Association that represents us, the members of ADSC agree to abide by the Code of Professional Conduct. This Code of Professional Conduct is administered under “Enforcement Procedures.” For a copy of the Code of Professional Conduct Enforcement Procedures contact the ADSC office.

### 1. Obligations to the Client

#### A. Ethical Principle

Members have an ethical obligation to serve each client in a professional manner, being respectful of their wishes and confidences, and being honest and fair in all dealings with them.

#### B. Code of Professional Conduct

- i. Members shall provide services to clients without regard to religion, race, color, national origin, sex, sexual orientation or disability.
- ii. Members shall comply with all applicable federal or state laws or regulations relating to the prearrangement, prepayment or pre-financing of industry services or merchandise.
- iii. Members shall comply with the Federal Trade Commission’s Regulations.
- iv. Members shall protect confidential information pertaining to the client.
- v. Members shall carry out all aspects of services in a competent and respectful manner.
- vi. Members shall properly account for and remit any monies, documents, or personal property that belongs to others that comes into the member’s possession.
- vii. Members shall not engage in any unprofessional conduct of a character likely to deceive, defraud or harm the client they serve in the course of providing professional services.

### 2. Obligations to the Public

#### A. Ethical Principle

Members have an ethical obligation to the public to offer their services or products and to operate their businesses in accordance with the highest principles of honesty, fair dealing and professionalism.

B. Code of Professional Conduct

- i. Members shall not engage in any unprofessional conduct which is likely to defraud or deceive the public.
- ii. Members shall not engage in false or misleading advertising.
- iii. Members shall not pay or offer to pay a commission or anything of value to third parties in order to secure top bids.
- iv. Members shall not use alcohol or drugs which impacts the member's ability to carry out his or her obligation.

3. Obligations to the Government

A. Ethical Principle

Members have an ethical obligation to maintain strict compliance with the letter and spirit of all governmental laws and regulations that impact the consumer, the profession, and the public.

B. Code of Professional Conduct

- i. Members shall not knowingly make a false statement on proposals or contracts.
- ii. Members shall not knowingly make or file false records or reports.
- iii. Members shall comply with all federal, state or local laws, rules or regulations governing or impacting the industry.
- iv. Members shall comply with all federal, state or local laws, rules or regulations that were enacted to protect consumers.
- v. Members shall comply with all federal, state or local laws, rules or regulations that were enacted to protect the environment.

4. Obligations to the ADSC: The International Association of Foundation Drilling

A. Ethical Principle

Members have an ethical obligation to professionally act in a manner that upholds the purposes and objectives of the ADSC.

B. Code of Professional Conduct

- i. Members shall comply with the Articles of Incorporation and bylaws of the ADSC.
- ii. Members shall conduct themselves in a proper and appropriate manner while attending or participating in ADSC sponsored events and in all communications with ADSC staff.
- iii. Members shall be honest, fair, and act with integrity to other ADSC members and treat others with mutual respect and trust for each individual and company.
- iv. Members shall not engage in negative communication either privately or publicly that disparage other individuals or entities with which the ADSC interacts.
- v. Members shall not pursue recruitment of employees from another member company at an ADSC event.
- vi. Members shall honestly represent their company capabilities. This includes, but is not limited to placement in appropriate dues category.