



AUTOMOTIVE RECYCLERS ASSOCIATION  
OF ATLANTIC CANADA

## Direct Member Application

FEE: \$200.00

Any person, partnership or corporation in good standing engaged in the Atlantic provinces in the work of "Auto Recycling" (the efficient, environmentally responsible processing of motor vehicles primarily for auto parts dismantling and resale of component parts) who has paid the fees for membership as a direct member and who has been admitted as a direct member by the Association in accordance with the rules for membership.

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

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

City: \_\_\_\_\_ Municipality: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Website: \_\_\_\_\_ Inventory System: \_\_\_\_\_

# of Employees: \_\_\_\_\_ Years in Business: \_\_\_\_\_ # of vehicles bought/yr \_\_\_\_\_

Officers, Directors and/or Partners (list full names and positions):

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My membership application has been sponsored by the following ARAAC Direct Member in good standing:

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### Provide photocopies of the following:

- Provincial Salvage License                       Workers Compensation Number  
 Federal Business Tax Number                       Proof of Liability Insurance  
 Criminal Background Check for all Officers, Directors and Partners

You may obtain the Criminal Background Check from your local police service. The Criminal Background Check should be submitted in a sealed envelope clearly marked with your name and that it contains a Criminal Background Check. It is NOT opened or seen by any Member or employee of ARAAC, it is only viewed by ARAAC's solicitor. The Criminal Background Check should be dated within one month of the date of your Application.

Waybills/Invoices showing disposal of:

tires     used oil     antifreeze     washer fluid     batteries     fuel     mercury switches

### Provide colour photographs showing the following areas:

- Front of property     Sales counter     Parts storage and racking     Scrap vehicle storage  
 Delivery vehicles     Vehicle dismantling     Scrap tire storage     Scrap Battery storage  
 Waste storage     CFC/hCFC recovery machines

**ARAAC will undertake a facility tour and audit to the National Code of Practice for Auto Recyclers (<http://www.certifiedautorecycler.ca/resources.html>) once the above materials have been submitted and reviewed. The results of the audit will be used to evaluate the application.**

## Read and Initial the following Standard Agreements:

### ARAAC Code of Ethics

As a condition of membership, or continued membership in the Automotive Recyclers Association of Atlantic Canada, I/we accept the following responsibilities:

- To operate according to the ordinances, statutes and laws of the various jurisdictions that affect our business;
- To determine, within all practical limits, the quality, condition and fair market price of each automotive part offered for sale and represent the same to other recyclers and the public as accurately as possible;
- To promote the conservation of energy and total utilization of our natural and manufactured resources;
- To be compatible business neighbours while maintaining the highest standards of business ethics and conduct;
- To maintain a clean, safe and non-polluting environment in and around our business;
- To treat the customer in a fair and professional manner, clearly identifying any and all warranties or conditions prior to sale; and,
- To participate as much as possible in the functions and activities of the Association and where possible lend my/our business and professional expertise for its further development.

1. I have read and will abide by the ARAAC Code of Ethics. \_\_\_\_\_

2. I have read and will participate in the Switch Out mercury recovery program. \_\_\_\_\_

I understand that non-compliance with the policies of the Switch Out program may result in suspension from all ARAAC programs and loss of membership. For details and to sign up, go to the Switch Out website: [www.switchout.ca](http://www.switchout.ca).

3. I understand that participation in vehicle donation/retirement programs operated by ARAAC are only available to new Direct Members of ARAAC in good standing upon successful completion of a six (6) month probationary term. \_\_\_\_\_

4. I understand that terms and conditions on all payments to the Association are: Net 30 Days. \_\_\_\_\_

5. It is expected that Direct Members will attend at least one (1) ARAAC Member Meeting per year. \_\_\_\_\_

6. I will adhere and conform to any future programs, activities and membership criteria that are approved by the ARAAC Board of Directors. \_\_\_\_\_

*Applicants must be approved by the ARAAC membership before their application is approved. For those applicants who do not yet meet the criteria as an Direct Member, the Board of Directors can approve applicants as Provisional Members with a corresponding reduction in member benefits, until such time that they can meet the full membership criteria.*

I am aware that a complete application consists of a: two (2) page application form; cheque for \$200; various supporting photocopies and photographs, and a completed Background Check.

I hereby consent to the release of the above information and specifically authorize ARAAC to receive the above information for purposes of evaluation of this membership application.

Applications missing information or missing payment will not be considered until all information is submitted.

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*(I have the authority to bind the company.)*

**Make cheque payable in full to ARAAC. Submit ALL supporting documents to ARAAC:  
134 Langarth Street East, London ON N6C 1Z5 Fax: 1-866-565-3251 Email: [araac@execulink.com](mailto:araac@execulink.com)**