



AFFILIATE APPLICATION FORM 1

Company Name: _____

● Physical Address: _____

City: _____ State: _____ Zip: _____

● Mailing Address: _____

City: _____ State: _____ Zip: _____

● Billing Address: _____

City: _____ State: _____ Zip: _____

Website address: _____

Phone: (____) _____ Fax: (____) _____

Please select a category that best describes your PRIMARY business:

- | | | |
|--|---|--|
| <input type="checkbox"/> Owner/Government Agency | <input type="checkbox"/> Architect/Engineer | <input type="checkbox"/> General Contractor/Construction Manager |
| <input type="checkbox"/> Sub-Contractor/Specialty Contractor | | CSI CODE*: _____ |
| <input type="checkbox"/> Supplier | | CSI CODE*: _____ |
| <input type="checkbox"/> Manufacturer Representative | | CSI CODE*: _____ |
| <input type="checkbox"/> Service Provider _____ (Type) | | Other: _____ |

*Please refer to the CSI Code list and select a maximum of three categories that best describe the product or service you represent.

KEY PERSONNEL

	Name	Email
Pres./CEO/Owner	_____	_____
Marketing/Sales	_____	_____
Chief Estimator	_____	_____
Ofc. Mgr/Human Resources	_____	_____
Acct./Bookkeeper	_____	_____

OFFICE USE ONLY

- | | |
|---|---|
| <input type="checkbox"/> Access Mgr. Set-Up Date: _____ | <input type="checkbox"/> Affiliate Type: _____ |
| <input type="checkbox"/> Trial Start Date: _____ | <input type="checkbox"/> Subscriber Start Date: _____ |
| Exp. Date: _____ | Exp. Date: _____ |
| <input type="checkbox"/> Prev. Trial Date(s): _____ | |

Sales Rep: _____ Signed: _____ Date: _____



SEAT LICENSING

VBX requires every subscriber to maintain “seat licensing” that identifies their users and the specific hardware (computer) that is used by each. VBX grants each Virtual Plan Room subscriber five (5) complimentary seat licenses. Additional Seat Licenses may be purchased. Please identify your account “Administrator(s)”. These are individual(s) who will be authorized to make changes to your account, i.e. add seat licenses, remove personnel from our records, add or delete your services, modify your company address information, etc.

Seat License #1

Administrator: Yes No

Name: _____ E-Mail Address: _____

User Name: _____ Password: _____ Title: _____

(at least 6 characters with at least 1 letter and 1 number)

Seat License #2

Administrator: Yes No

Name: _____ E-Mail Address: _____

User Name: _____ Password: _____ Title: _____

(at least 6 characters with at least 1 letter and 1 number)

Seat License #3

Administrator: Yes No

Name: _____ E-Mail Address: _____

User Name: _____ Password: _____ Title: _____

(at least 6 characters with at least 1 letter and 1 number)

Seat License #4

Administrator: Yes No

Name: _____ E-Mail Address: _____

User Name: _____ Password: _____ Title: _____

(at least 6 characters with at least 1 letter and 1 number)

Seat License #5

Administrator: Yes No

Name: _____ E-Mail Address: _____

User Name: _____ Password: _____ Title: _____

(at least 6 characters with at least 1 letter and 1 number)

Please contact me regarding additional seat licenses

**Please note our system will automatically assign you a User Name comprised of first initial plus full last name.*



USER AGREEMENT

Welcome to the Virtual Builders Exchange, LLCs' Virtual Planroom. Use of this service constitutes agreement to abide by the rules and regulations of the system, as promulgated by the webmaster from time to time, including acceptance of the following terms and conditions:

The Virtual Planroom contains information about plans, bidders and other matters that may be of interest to members and subscribers of the Virtual Builders Exchange. Information reported in the project files is based on a review of the specifications, no plans have been reviewed. Efforts have been made to assure the accuracy of the information reported, but the Virtual Builders Exchange, LLC. offers no warranty, expressed or implied, that any of the reported information is accurate. The best source of information for project files are the actual plans and specifications maintained at the Virtual Builders Exchange, LLC. or the issuing authority.

The Virtual Builders Exchange, LLC expressly disclaims all warranties, including the warranties of merchantability and fitness for a particular purpose, in connection with the use or operation of the Virtual Planroom.

The Virtual Builders Exchange, LLC will not be liable for any losses, including lost data, information, profits or any other incidents of consequential damages that may be sustained or arise out of the use, operation or ability to use or operate the Virtual Planroom. In consideration for the privilege of using the Virtual Planroom, users hereby release the Virtual Builders Exchange, LLC, their officers, employees, and the webmaster from any and all claims arising from the use of this system.

The information on the Virtual Planroom is provided for the use of Virtual Builders Exchange, LLC members and subscribers, replication other than for estimating purposes is strictly prohibited.

The Virtual Planroom may be used only by employees of the member or subscriber using the username and password that was provided by the Virtual Builders Exchange, LLC for that member or subscriber. The Virtual Planroom may not be used or accessed by any other person or entity, including but not limited to, employees of any entity which is not wholly-owned by member or subscriber. In addition to and notwithstanding anything to the contrary herein, the Virtual Planroom may not in any event be used or be permitted to be used in any manner that is competitive with Virtual Builders Exchange, LLC distribution of the Services.

The member or subscriber shall not, except as expressly permitted herein, copy, modify, alter, sell, transfer, license, assign, publish, distribute, disseminate, allow access to or convey any portion of the Virtual Planroom, or any derivation, revision or combination thereof. The member or subscriber expressly acknowledges that the Virtual Planroom were prepared by Virtual Builders Exchange, LLC and/or its licensors through the application of methods and standards of judgment developed and applied through the expenditure of substantial time, effort and money. The member or subscriber shall keep any usernames and passwords strictly confidential and such usernames and passwords shall not be disclosed to anyone not an employee of the member or subscriber.

The Member or Subscriber shall be required to identify all users and their corresponding hardware and access the Virtual Plan Room through use of proprietary "Access Manager" software. VBX will not be liable for any losses, including lost data, information, profits or other incidents of consequential damages that may be sustained or arise out of use, operation or ability to operate Access Manager.

The Virtual Builders Exchange, LLC reserves the right to control or limit access to the Virtual Planroom. Access may be denied at any time for any reason. Access will be denied to any individual or company who makes use of the Virtual Planroom for improper purposes. Access will be denied to anyone who uses obscene, abrasive or otherwise questionable language on this system.

The Virtual Builders Exchange, LLC reserves the right to monitor all information stored in any files programs or messages as well as the right to delete or edit any file, program or message that contains, in the sole discretion of the Virtual Builders Exchange, LLC any obscene, abrasive or otherwise objectionable language or material.

The member or subscriber agrees to protect all copyright and other proprietary rights of Virtual Builders Exchange, LLC and/or its licensors in the Virtual Planroom and to comply with reasonable written requests made by Virtual Builders Exchange, LLC to protect the Virtual Builders Exchange, LLC and/or its licensors' proprietary rights in the Virtual Planroom. The documents contained on this system may contain copyrighted materials owned by other third parties, including architects, engineers or others. These copyrighted materials are protected under U.S. Copyright law, Title 17, United States Code. Any reproduction, alteration or reuse of these materials without express written permission of the copyright owner is prohibited, except that an authorized member or subscriber may reproduce the documents for use in preparing bids or proposals pursuant to a request to bid on the project represented in the plans.

I am authorized to sign on behalf of the company listed below and do hereby acknowledge the VBX Users Agreement and expressly agree to all terms and conditions as stated above:

Company: _____ **Date:** _____

Name: _____ **Signed:** _____