



---

449 15th Street, Suite 400 • Oakland, CA 94612 • Toll-free (866) 465-2523 • Fax (510) 482-4421 • [www.coolroofs.org](http://www.coolroofs.org)

## *How Do I* **Become a Member of CRRC?**

### Agreement, Fee & Documentation Requirements

In order to become a member of the CRRC (completely distinct from becoming a Licensed Seller or Other Manufacturer, or rating a product), the following is required:

- 1) Download and fill out the Membership Application Form (online in the *Become a Member* section of the CRRC website, [www.coolroofs.org](http://www.coolroofs.org)).
- 2) Download, review, and sign the CRRC Member Logo License Agreement (CRRC-A-5).
- 3) Submit the Application and Agreement, along with the appropriate dues payment to the CRRC. Please see the *Become a Member* section of the CRRC website [www.coolroofs.org](http://www.coolroofs.org) for more information.
- 4) Membership/Dues Payment
  - a. Members are in good standing upon payment of dues for that calendar year and a period of 30 days into the following year.
  - b. Payment of dues shall be at the first of each calendar year. Invoice for dues shall be sent by the organization at the beginning of the calendar year.
  - c. Failure to pay dues past May 1st of any year shall place membership on hold for a period of not more than five months, at which time the membership shall be terminated until such time as dues are paid in full in accordance with CRRC bylaws. Notice of action to place a member on hold shall be sent by the CRRC to the member; subsequent notice to terminate membership shall also be sent by the CRRC.



---

449 15th Street, Suite 400 • Oakland, CA 94612 • Toll-free (866) 465-2523 • Fax (510) 482-4421 • [www.coolroofs.org](http://www.coolroofs.org)

- d. Membership dues shall be paid annually for any member joining the CRRC. The full dues amount will be assessed for any member joining in the first half of any calendar year. Those joining later will have their dues prorated for the remaining half of the year.
- e. Any application for membership shall be presented to the CRRC Board of Directors (Board) and action on the membership request shall be taken by the Board within 60 days of receipt of said application.
- f. Once the Board approves a new member application, the CRRC shall inform the applicant and collect dues. No dues submitted by an applicant shall be deposited until such time as applicant is accepted for membership.

**Document Revision History**

<b>Date</b>	<b>Description</b>
February 10, 2015	Added clause on Membership/Dues Payment