



APPLICATION FOR MEMBERSHIP

(CHECK ONLY ONE CATEGORY)

CORPORATE MEMBERSHIPS

ACTIVE MEMBERSHIP

Active Membership in the Association shall be open to any person, firm or corporation engaged, as a carrier or forwarder (Transportation Service Provider), in the movement of household goods via door-to-door through container method for, but not limited to, the U.S. Department of Defense.

SCAC* Identifier: _____

*The Standard Carrier Alpha Code (SCAC) is a unique two- to four-letter code developed by the National Motor Freight Traffic Association (NMFTA) and used to identify transportation companies.

When do you wish your membership to become effective? (Check one)
 Immediately First of next month Beginning of next quarter

FEES FOR ACTIVE MEMBERSHIP: Applicant agrees to the terms and conditions of the By-Laws and Code of Ethics of said Association and transmits herewith the sum of US \$1250 covering initiation fee (\$500) and dues (\$750) for the first three month. Dues of \$750 billed quarterly.

ASSOCIATE MEMBERSHIP

Associate Membership in the Association shall be open to any person, firm, or corporation not engaged as a carrier or forwarder (TSP) for the Department of Defense in the movement of household goods in the door-to-door through container method, but who has an interest in the door-to-door movement of household goods.

Every application for membership must be accompanied by **two** sponsorship letters from Active or Associate Members in good standing.

Per Article IV, Section 1 of the By-Laws, "Notice of every application for Associate Membership shall be given to each Active and Associate Member, who shall have thirty (30) days from date of such notice to submit evidence that the applicant is not creditworthy." All applications for membership will be referred to the Membership (Executive) Committee for final approval.

FEES FOR ASSOCIATE MEMBERSHIP: Applicant agrees to the terms and conditions of the By-Laws and Code of Ethics of said Association and transmits herewith the sum of US \$1000 covering initiation fee (\$500) and dues (\$500) for one year from effective date. Fee and dues to be submitted with Application.

INDIVIDUAL MEMBERSHIPS

YP-35 Membership

The "Young Professionals" (YP-35) group is made up of young (35 years old or younger) household goods industry professionals from HHGFAA member companies who wish to be more involved in the activities of the Association. (*Company Membership in HHGFAA a Prerequisite for YP-35 Membership*)
Annual dues to be submitted with application: \$100.00

NAME OF INDIVIDUAL YP-35 APPLICANT _____

MONTH AND YEAR OF BIRTH _____

SIGNATURE OF APPLICANT _____

Industry Veteran Membership

HHG industry professionals (62 years of age or older) who have actively retired from the moving industry and no longer derive a significant income (20 hours of work or less a week) from their work-related activities.
Annual dues to be submitted with application: \$150.00

NAME OF INDIVIDUAL APPLICANT _____

SIGNATURE OF APPLICANT _____

MONTH AND YEAR OF BIRTH _____

Student Membership

Persons enrolled full time (a minimum of 9 credit hours) in a college or university who are actively pursuing a degree in a transportation-related discipline.
 Verification may be required.
Annual dues to be submitted with application: \$25.00

NAME OF STUDENT APPLICANT _____

INSTITUTION BEING ATTENDED _____

NAME OF INSTRUCTOR _____

PLEASE TYPE OR PRINT CLEARLY (Complete for either Corporate or Individual application)

NAME OF COMPANY (not required for Industry Veteran or Student Applicant) _____

CONTACT PERSON #1 (for Active or Associate application) _____

CONTACT PERSON #2 (for Active or Associate application) _____

COMPANY ADDRESS / permanent address for Student or Industry Veteran _____

ADDRESS CONTINUED _____

CITY _____ STATE _____ ZIP/POSTAL CODE _____ COUNTRY _____

PHONE _____ FAX _____ TOLL-FREE NUMBER (US Only) _____

PRIMARY E-MAIL ADDRESS: _____ BILLING E-MAIL ADDRESS: _____

COMPANY WEB PAGE ADDRESS: www. _____

NAME OF COMPANY OFFICER AND TITLE (for Corporate application) _____

SIGNATURE (Corporate or Individual) _____

DATE _____

PAYMENT INFORMATION (Complete for either Corporate or Individual application)

PLEASE CHARGE MY: VISA MASTERCARD AMERICAN EXPRESS CHECK Enclosed 

CARD NUMBER: _____

EXPIRATION DATE: _____ SECURITY CODE: _____

NAME ON CARD: _____

TOTAL AMOUNT TO BE CHARGED TO CARD: \$ _____

SIGNATURE: _____

PAYMENT SUBMITTED FOR: _____
(Example: Active Membership)

BILLING MAILING ADDRESS: _____

Make checks payable to:
HHGFAA, Inc.
or
Household Goods Forwarders Association of America, Inc.

Mail payment to:
HHGFAA, Inc.
5904 Richmond Highway
Suite 404
Alexandria, VA 22303
Fax: **703.317.9960**

WIRE TRANSFER INFORMATION: All wire transfers must be free of any and all bank charges. Please ensure that your wire transfer includes all transfer fees, for both the sending and receiving bank. In the event PNC Bank deducts processing fees from the principal payment, the fees will NOT be absorbed by HHGFAA and will remain outstanding against your account. Please advise your company name when submitting your payment so that your account can be credited accurately. Please add **\$50.00USD** to cover **Bank Processing Fee!**

PNC Bank
1700 Diagonal Road
Alexandria, VA 22314
Tel: (703) 518-2434

Account Number: 5556703775
Routing Number: 054 0000 30
Swift Code: PNCCUS33

Are you currently a member of another household goods or forwarders industry trade association? YES NO

If **YES**, which one? (Check all that apply):
 AMSA BAR FEMA FIDI LACMA PAIMA Other: _____

PLEASE COMPLETE IF APPLICABLE:
Number of Trucks/Vans: _____ Warehouse Square Feet/Meters: _____

TEN REASONS FOR JOINING THE HOUSEHOLD GOODS FORWARDERS ASSOCIATION OF AMERICA, INC.

- 1. PUBLICATIONS:** You will receive the Association's dynamic bimonthly magazine *The Portal*, featuring over 100 pages of articles on industry-specific topics ranging from security and technology to international and domestic commercial and DOD movement of household goods. Additionally, HHGFAA members receive both the *ePORTAL* and *gov/mil ePORTAL* electronic newsletters that provide up-to-the-minute information you need to know *now!*
- 2. ANNUAL MEETING AND TRADE SHOW:** Attend the international household goods industry's largest annual networking meeting, which brings together nearly 2,000 individual attendees from over 100 countries.
- 3. YOUR VOICE IN WASHINGTON:** HHGFAA provides you with representation on Capitol Hill and with Federal agencies including the Department of Defense, the Federal Maritime Commission, the U.S. Department of Transportation, the Transportation Security Administration, and the U.S. Department of Homeland Security, as well as the U.S. Department of State, the U.S. Department of Commerce, and the General Services Administration.
- 4. SYMPOSIUMS:** HHGFAA represents our global membership at a broad spectrum of commercial and DOD-oriented industry symposiums.
- 5. WORKSHOPS AND FORUMS:** The global household goods transportation industry is constantly evolving and changing. To assist our members in navigating the industry's regulatory challenges and business opportunities, the Association strives to offer relevant and timely educational forums.
- 6. COMMERCIAL SHIPPERS GUIDE:** Access Web-based resources identifying country-specific requirements and restrictions for import of international household goods shipments, including clarification and impact of embargos and other economic sanctions.
- 7. REFERENCE MATERIALS:** HHGFAA makes available the SDDC ITGBL Rate Solicitations, ITGBL and Domestic Carrier Approvals Book, Rate Cancellations, DOD Defense Transportation Regulations (DTR), and other SDDC reference materials.
- 8. COMMERCIAL TARIFF:** HHGFAA assists Association members and their staff in navigating the Federal Maritime Commission (FMC) tariff regulations and requirements.
- 9. WORLDWIDE MEMBERSHIP DIRECTORY:** Be in it and use it. As one of more than 1,800 HHGFAA members worldwide, you will receive both the printed Annual Membership Directory and access to the online Membership Directory, which is continuously updated.
- 10. LEGAL GUIDANCE:** HHGFAA offers members guidance and will identify appropriate legal resources to assist in a range of industry-specific issues.

PRIMARY/SPECIALTY CODE DEFINITIONS
CHECK 3 BUSINESS TYPES ONLY

- 1. FULL SERVICE AGENT (FSA):** An agent who performs a full range of origin/destination services for commercial and U.S. military shipments.
- 2. COMMERCIAL FORWARDER (CRF):** A company that handles domestic and/or international shipments via container from origin to destination. Not a DOD-approved forwarder and/or Transportation Service Provider (TSP).
- 3. MILITARY TRANSPORTATION SERVICE PROVIDER (MTP):** A company that handles only military and DOD domestic and/or international shipments via container from origin to destination.
- 4. MILITARY FULL SERVICE AGENT (MSA):** An agent who performs a full range of origin/destination services for U.S. military shipments ONLY.
- 5. PORT AGENT (PIS):** A firm that provides surface and/or aerial port services to include consolidating shipments, stuffing/unstuffing ocean containers, customs clearance, building/tearing down air pallets, picking up and delivering ocean containers/pallets to the surface/aerial ports. May arrange surface linehaul services for military and/or commercial cargo processed.
- 6. GENERAL AGENT (GGA):** A company that represents one or more carriers in such matters as identifying agents and paying agents for services rendered. Supports DOD ITGBL program.
- 7. NON-VESSEL OPERATING COMMON CARRIER (NVO):** A firm that has an FMC surety bond and a tariff on file with the FMC to move commercial personal property.
- 8. AIR FREIGHT FORWARDER (AFF):** A commercial forwarder that specializes in the movement of commodities via air carriers.
- 9. LOGISTIC MANAGEMENT (LOG):** A company that specializes in supply chain management (i.e., providing of services and related information between the point of origin and the point of destination).
- 10. RELOCATION COMPANY (REL):** A company that supplies a full range of services beyond those usually associated with the HHG moving process (i.e., home buying/selling, etc., job placement assistance, temporary housing, etc).
- 11. OFFICE MOVER (OMO):** A firm involved in the handling of office relocation for commercial customers.
- 12. FULL SERVICE INSURANCE COMPANY (FSI):** A firm that specializes in providing all types of insurance to companies involved in the moving and storage industry. Types of insurance could include shipment, cargo, vehicle, or building insurance. May also arrange for performance and surety bonds, damage inspections, or repair of damaged articles, and provide for claim settlement for client carriers.
- 13. AUTOMOBILE RELOCATION (ARL):** An organization that specializes in the relocation of automobiles and other vehicles.
- 14. PET RELOCATION (PRL):** A firm involved with the relocation of pets and other animals.
- 15. CLAIM SETTLEMENT SERVICE (CSS):** A firm that specializes in providing inspection, estimating cost for repair of damaged shipments, and assisting in processing a shipper's claim for loss or damage. Provides clients reports on claims.
- 16. COMPUTER APPLICATIONS COMPANY (CAC):** A firm that specializes in developing and selling computer hardware and/or software to companies in the moving industry.
- 17. AUDIT SERVICES (AAS):** A company that performs post-move audits on commercial and military Bills of Ladings/invoices.
- 18. GBL FACTORING SERVICES (GFS):** A company that provides a "factoring" service for accounts receivable shipping documents and may provide other "capital" or financial services for to the moving industry.
- 19. LIFTVAN/STORAGE PALLET SUPPLIER (LSL):** A firm that specializes in the design, manufacturing, and selling of shipping and/or storage containers used by the moving industry.
- 20. CARTON/PACKING MATERIAL SUPPLIER (CPS):** A firm that specializes in the manufacturing and/or sale of cartons/packing material to companies involved in providing origin packing services. *Does not include* local moving agents selling cartons/packing material to shippers.
- 21. PORT AUTHORITY (PPP):** Activity that operates an ocean/aerial port.
- 22. OCEAN CARRIER (OOC):** A steamship company that provides over-water transportation via ocean vessels.
- 23. CORPORATE SHIPPER (CCS):** A company that arranges and pays a carrier to move personal property belonging to its employees.
- 24. PERSONNEL SEARCH AND CONSULTING COMPANY (PCS):** A company that does consulting work and finds personnel to fill specific vacancies in a company.
- 25. DAMAGE INSPECTION-FURNITURE/APPLIANCE REPAIR SERVICE (DIR):** A firm whose primary business is to inspect, provide estimates for repair, and perform or arrange for repair of damaged articles upon request of the shipper or carrier.
- 26. PUBLIC WAREHOUSE-DISTRIBUTION (WWD):** A company that warehouses and distributes stored commodities to customers.
- 27. CUSTOMS HOUSE BROKER (CHB):** Processes customs documentation.
- 28. STEAMSHIP CARRIER CONFERENCE (CCC):** An organization of ocean carriers that publishes ocean tariffs for members.
- 29. TRANSPORTATION CONSULTANT (TTC):** A firm that performs transportation consulting.
- 30. FLATBED OPERATIONS (FBO):** A firm that provides trucking services for containerized household goods shipments.
- 31. EXHIBIT SERVICES (EXS):** A firm that handles domestic and/or international exhibit and tradeshow.
- 32. DIRECT PROCUREMENT METHOD (DPM) CONTRACTOR:** A contractor who provides origin and/or destination services for the DOD and/or Department of State DPM programs.
- 33. RATE SERVICE COMPANY (RSC):** A company that processes and files rates with SDDC for carriers.
- 34. DISASSEMBLY-ASSEMBLY SERVICE (DAS):** A firm that provides origin/and or destination **assembly and disassembly** services for all types of furniture and appliances for the moving industry.
- 35. NON-TEMPORARY STORAGE CONTRACTOR (NTS):** A firm that is a long-term storage contractor for DOD.
- 36. FINE ARTS TRANSPORTATION (FAT):** A firm that specializes in the moving of fine art objects such as museum articles, paintings, antiques and similar extraordinarily high-value articles.
- 37. TRANSPORTATION ATTORNEY (LAW):** Attorney specializing in transportation law.
- 38. PRINTING SERVICE (PST):** A company that provides printing services for the household goods industry (i.e., bills of lading, inventories, etc.).
- 39. TRADE ASSOCIATION (TAS):** An organization that represents the interests of companies involved in some aspect of the relocation process.
- 40. OTHER (OTH):** _____

THIS PAGE CAN BE OPTIONAL!

The Household Goods Forwarders Association of America, Inc. was formed in 1962 and has effectively established itself with the following objectives in mind:

- Furthering the public interest and interests of its Membership to maintain high standards of service in the industry for both the benefit of the Government and commercial shippers.
- Cooperating with the Department of Defense (DOD) and other Government agencies as requested.
- Making available to Congress its committees and appropriate Federal agencies such information as may be of assistance in their consideration of problems of this industry