



Applicant: New Member Application Process

1. After visiting WBB meetings, you may submit an application and a check of \$200 payable to Willamette Business Builders for the first year dues (\$160) and a one time website fee of \$40 to the Membership Committee Chair to initiate the application process.
2. As a non-member, you may attend a total of two WBB meetings. A member may invite you to be a substitute during a meeting absence. The member will inform the President of the invitation.
3. The Membership Committee Chair will announce your application and read your professional classification (ie: seat) to the group.
4. The Membership Committee will conduct an application review.
 - a. Hold conversations with members of your potential PowerTeam.
 - b. One to one interview with you
 - c. Phone call to your references
 - d. Confirm your business registration, licensing and insurance as applicable to your profession.
5. If the Membership Committee Chair perceives a potential duplication of professional category exists, s/he will contact the current member to discuss a resolution.
6. If a member perceives an applicant may represent a conflict with his/her own professional category, it is the member's responsibility to address the concern with the Membership Committee prior to the individual's acceptance for membership.
7. New member applications will be processed in a timely manner with a goal of completion within two to three weeks.
8. You will be notified by the Membership Committee Chair of your membership status.
 - a. If your application is declined, you will receive your full dues back as well as an explanation of declination.
 - b. If your application is accepted, you will be inducted at the next WBB meeting.