



DRC

Fruit & Vegetable Dispute Resolution Corporation
Corporation de règlement des différends dans les fruits et légumes
Corporación de solución de controversias sobre frutas y hortalizas

MEMBERSHIP APPLICATION CHECK LIST

On behalf of our Board of Directors, I would like to thank you for your interest in DRC. Attached you will find a copy of the DRC Membership Application.

In order to help us process your application as quickly as possible please use the following checklist as a guide:

Completed Application

Are all sections completed?

2 vendor references (Company name, contact name and phone number)

OR A company bank reference indicating:

1. When the account was opened;
2. The signing officers;
3. If there is a history of NSF cheques; and,
4. If the account is in good standing.

5 year work history for all individuals listed in Section 9.

Proof of Ownership

This may be in the form of incorporation papers, registration documents, master business license, or an extra-provincial license

Payment

We do not start reviewing applications until payment is received in our office.

If you have any questions completing the application or regarding the Licensing and Arbitration Regulations, please contact our office at 613-234-0982 or info@fvdrc.com.

Thank you,
Fred C. Webber
President & CEO



DRC Membership is available to buyers, sellers, brokers and commission merchant of fresh fruits and vegetables, as well as carriers and transportation intermediaries (inclusive of broker intermediaries and freight contractors) for the transportation of fresh fruits and vegetables. The definition of fresh fruits and vegetables includes all fresh and chilled fruits and vegetables, fresh cuts, edible fungi and herbs, but excludes any fresh fruit and vegetable that is frozen or has been planted as seed.

FOR OFFICE USE ONLY

Date _____

Please refer to page 4 for Instruction Guide that includes explanations and definitions

1. A) Legal Entity Name

B) Trade Name(s)

2. Business Number

3. Company Contact Information:

Physical Business Address (P.O. Box not acceptable):

Number & Street City Province/Territory Postal code

Telephone Fax Company Email Website

Mailing Address (if different from physical):

Number & Street City Province/Territory Postal code

Telephone Fax Company Email Website

Contact Person:

Name Job Title

Telephone Email

4. Ownership Type (Check one):

- Cooperative Association
- Corporation
- Limited Liability Partnership
- Limited Partnership
- Partnership
- Sole Proprietorship

5. Type of Business (Check all that apply):

- Broker
- Carrier
- Commission Merchant
- Distributor
- Foodservice
- Freight Contractor
- Processor
- Grower
- Retailer
- Shipper
- Transportation Broker
- Wholesaler

6. Number of Years in Business: If less than 3 years please provide a copy of incorporation/registration documentation

7. How did you learn about DRC?

8. Do you operate your business all year around? YES NO*

* Please provide contact information for the off-season if it is different than what is listed in Section 3 of this application

Telephone Email

9. Responsibly Connected Representatives of the Business

Responsibly connected parties as defined by DRC:

- All partners, members, officers, directors with or without shares;
- Any shareholder of more than 10% of the stock even if (s)he is not involved in day to day operations. (A shareholder may also be another company); or
- Any executive or manager involved in the day to day operations of the company who has the authority to make contractual commitments on behalf of the business.

(Continued on page 2)

Dealer a person or company who (a) is engaged in the business of purchasing or selling agricultural products; (b) negotiates consignments, sales, purchases or other transactions involving agricultural products; (c) receives or handles, on commission, agricultural products; or, (d) is prescribed as a dealer for the purposes of the CAP Act.

Section 1 NAME

Legal Entity Name The complete legal name as registered with the appropriate government body.

Trade Name(s) The name in which you do business, if it is different from your legal entity name. Please do not include name from your logo, a separate legal entity or affiliated companies.

Section 2 BUSINESS NUMBER

Business Number The Business Number (BN) issued by Canada Revenue Agency enables businesses to simplify their dealings with federal, provincial, and municipal governments. Not all businesses need a BN. For further information you may wish to consult the CRA web site <http://www.cra-arc.gc.ca/tx/bsnss/tpcs/bn-ne/wrks-eng.html/> or call the CRA at (800-959-5525)

Section 3 CONTACT INFORMATION

Company Contact Information Please list contact information for the location conducting marketing activities.

Contact Person Please provide contact information for the individual you would like DRC to communicate with. This person does not need to be Responsibly Connected (refer to Section 9); however if they are not listed as Responsibly Connected and you include them here, you are authorising them to make changes to your DRC membership that may be binding.

Section 4 OWNERSHIP TYPES

Corporation a company or group of people authorized to act as a single entity with separate legal existence apart from its shareholders and directors and recognized as such in law.

Sole Proprietorship a business (not incorporated) wholly owned by one person. A sole proprietorship is not a separate legal entity from its owner.

Partnership a business (not incorporated) owned by two people. A partnership is not a separate legal entity from its owners.

Limited Partnership A partnership comprised of limited partners and general partners. General partners have decision making authority and if the partnership is successfully sued, their personal assets may be looked to if the assets of the business are insufficient to cover the debts. Limited partners do not participate in the day-to-day operations of a business and their liability is limited to the amount of money he or she invested in the partnership.

Limited Liability Partnership A limited liability partnership (LLP) is a cross between a general partnership and a limited partnership in the sense that the assets of the LLP can be looked to in order to satisfy the debts of and claims against the LLP, but unlike a general partnership, a judgment against an LLP for negligence will not be enforceable against the personal assets of all of the partners. Only the partner who is negligent or who was negligent in supervising or controlling the employee who was negligent will have his or her assets exposed if the claim is successful. Generally, LLP's are used by professionals (lawyers, accountants, engineers) where their governing bodies permit them to operate as LLPs.

Cooperative Association a corporation where members with similar needs have organized to create a business structure through which they can either obtain or share certain products or services. In a cooperative, each member is voluntary and has an equal democratic say in the running of the business.

Section 5 TYPE OF BUSINESS

Grower a dealer who sells only fresh fruits and vegetable they grow themselves.

Shipper a dealer who operates at shipping point and is engaged in the business of purchasing produce from growers or others and distributing such produce in commerce by resale or other methods, or who handles such produce on joint account with others.

Processor	a dealer who purchases fresh product for the purposes of canning or physically altering product.
Broker	any person engaged in the business of negotiating sales and purchases of produce for or on behalf of the vendor or purchaser, respectively. A broker does not take title of the product.
Wholesaler	a dealer who takes titles and possession of a fresh fruit or vegetable with the intention of reselling it to someone other than the end consumer.
Commission Merchant	any person engaged in the business of receiving any perishable agricultural commodity for sale, on commission, or for or on behalf of another.
Foodservice	Includes a foodservice operator (such as a chef, foodservice director, independent food preparation business) or foodservice distributor (an intermediary between food service operators and food manufacturers who purchases, stores, sells and/or delivers fresh fruits and vegetables to foodservice operators).
Retailer	a dealer engaged in the business of selling any perishable commodity directly to the end consumer.
Transportation Broker	a middleman who organises one or more types of transportation services.
Freight Contractor	an individual or company who arranges for the transportation of goods. They act as the principal in transactions and are responsible for claims.
Carrier	an individual or company who engages in the hauling the perishable agricultural commodity.
Distributor	a dealer who takes title of the product without taking physical possession of it for the purposes of reselling it to someone other than the end consumer.

Section 6 NUMBER OF YEARS IN BUSINESS

Years in Business Please list the number of years the legal entity has been in existence. If the business has changed legal forms (example: originally a sole proprietorship that later became a corporation) please indicate from when the newest legal entity was formed.

Section 7 HOW DID YOU LEARN ABOUT DRC

Please list how you heard about DRC. It could be from a fellow member; from a government body; a broker or trade association; you were a previously a member; researching online; etc.

Section 8 DO YOU OPERATE YOUR BUSINESS ALL YEAR ROUND

This question targets seasonal operations. To help us contact you with important membership information in your off-season please include contact information if it changes in the months you are not operating.

Section 9 RESPONSIBLY CONNECTED REPRESENTATIVES OF THE BUSINESS

Responsibly Connected Individuals Please use this section to list the following individuals:

- All partners, members, officers, directors with or without shares;
- Any shareholder of more than 10% of the stock even if (s)he is not involved in day to day operations. (A shareholder may also be another company); **or**,
- Any executive or manager involved in the day to day operations of the company who has the authority to make contractual commitments on behalf of the business.

Section 10 DECLARATION

Declaration Questions must be answered honestly and accurately. Failure to answer truthfully may result in bonding provisions or denial of your membership application.

Section 11 AGREEMENTS & CONSENTS

This is a very important clause and we urge you to take time to read it. It outlines your rights and responsibilities; among them your rights and responsibilities to arbitrate with other DRC members.