



January 6, 2017

Re: 2017 BIA Bay Area Building Activity Fees

Dear Builder:

Building Activity Fees will remain the same for 2017.

Effective January 1, 2017 Builder Members are responsible for payment to the BIA Bay Area of Building Activity Fees in the amount of .1% (.001) of the sales price of each closing, not to exceed \$600 per close, to a maximum of \$75,000 per calendar year.

For example, homes that are sold for \$350,000 will be assessed \$350.00 each (.001 x \$350,000) and homes sold for \$750,000 will be assessed \$600.00 (.001 x \$750,000 = \$750.00, maximum \$600)

Rental unit fees are \$100 per unit capped at \$20,000 annually.
Lot development fees are \$50 per lot capped at \$20,000 annually.
\$75,000 is the maximum annual cost for all combined categories.

In order to reduce costs at your BIA Bay Area, we request that each builder choose one of these three methods of payment of escrow assessments for 2017.

Lump Sum payments
Payment through escrow
Electronic reporting of closing information directly to the BIA Bay Area

Please choose your preferred payment type on the enclosed form and return to the BIA Bay Area.

Please contact me at (925) 951-6845 if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Zach Otting".

Zach Otting
Controller

Mailing Address:
1350 Treat Blvd.
Suite #140
Walnut Creek
California 94597
Tel (925) 951-6845
Fax (925) 951-6847
Website: biabayarea.org



BUILDING INDUSTRY ASSOCIATION

2017 Escrow Assessment Payment Type Selection

Lump Sum Payment: (Please choose one payment and one invoicing preference)

- Payment Monthly at \$6,250.00 per month Invoice from BIA No Invoice from BIA
- Payment Quarterly at \$18,750.00 per quarter Invoice from BIA No Invoice from BIA
- Payment Semi-Annually at \$37,500.00 per half Invoice from BIA No Invoice from BIA
- Payment Annually at \$75,000.00 per year Invoice from BIA No Invoice from BIA

Payment through Escrow:

Please use the enclosed Notice of Escrow Instructions to Title Company.

Electronic Reporting of closing information directly to the BIA:

Please use the enclosed Monthly Escrow Report and submit monthly via fax at (925) 951-6847 or via email to zotting@biabayarea.org.

- Invoice from BIA No Invoice from BIA

Please provide contact information for reminders and questions.

Escrow Coordinator: _____ Ph: _____ Email: _____

Backup Contact: _____ Ph: _____ Email: _____

*Please note that in lieu of the enclosed Monthly Escrow Report, you can submit your own closing schedules if they contain the requested information. If you have questions regarding the acceptability of your own closing schedule, please contact Zach Otting at 925-951-6845.

Builder Name: _____ Date: _____

Completed by: _____ Phone: _____

Please return form to BIA – Fax: (925) 951-6847 - Email: zotting@biabayarea.org – Mail: BIA Bay Area
1350 Treat Blvd., Ste. 140
Walnut Creek, CA 94597



BUILDING INDUSTRY ASSOCIATION

2017 Apartment Building Activity Fee Payment Type Selection*

Payment at Issuance of Building Permit:

Check here to pay at issuance of building permit. Property Name _____

Number of Units _____ Estimated date of building permit _____

Request different payment method (needs approval):

_____ requests different payment method of _____.
(Company Name) (Payment Method i.e. Certificate of Occupancy)

Property Name _____ Number of Units _____

Estimated Date of Requested Method _____

Builder Name: _____ Date: _____

Completed by: _____ Phone: _____

Please return form to BIA – Fax: (925) 951-6847 - Email: zotting@biabayarea.org – Mail: BIA Bay Area
1350 Treat Blvd., Ste. 140
Walnut Creek, CA 94597

*For-rental units, including apartment construction, \$100 per residential unit to BIA Bay Area at issuance of building permit or other approved payment method. Provided, however, that no assessment shall be due on units required by a governmental agency to be rented at a below-market rate. The apartment building activity fees shall be capped at \$20,000 per year. This is a one-time fee per project and is not an annual assessment.

Schedule of Dues and Building Activity Fees

Annual dues: \$1,000. (BIA Bay Area Membership Dues include Membership in the (CBIA) California Building Industry Association & (NAHB) National Association of Home Builders).

Building Activity Fees:

1. For for-sale units (including units associated with a condominium conversion project), a fee of 1/10 of 1% of the unit sales price not to exceed \$600, to BIA Bay Area at close of sales escrow by written instructions given to the title company by the Builder Member or other approved payment method. Provided, however, that no assessment shall be due on units required by a governmental agency to be sold at a below-market rate. It shall be the Builder Member's responsibility to request this exemption and provide adequate documentation supporting the request. If a for-sale unit was previously assessed as a rental unit pursuant to Category "2", the amount of that assessment shall be deducted from the assessment due pursuant to Category "1".

2. For-rental units, including apartment construction, \$100 per residential unit to BIA Bay Area at issuance of building permit or other approved payment method. Provided, however, that no assessment shall be due on units required by a governmental agency to be rented at a below-market rate. It shall be the Builder Member's responsibility to request this exemption and provide adequate documentation supporting the request.

3. Lot Development Fee: \$50 per lot to BIA Bay Area at close of escrow or other approved payment method.

4. For commercial, industrial, remodeling, and rehabilitation construction, a fee of 1/10 of 1% of the building permit valuation to BIA Bay Area at issuance of building permit or other approved payment method.

The maximum Building Activity Fees that a Builder member may incur through Categories "1", "2", "3" and "4" in a calendar year is capped at a combined total of \$75,000. Provided, however, that the maximum Building Activity Fees that a Builder member may incur through Category "2" (rental units) or Category "3" (lot development fee) in a calendar year is capped at \$20,000.

The following information is current as of January 1, 2017. Dues and Building Activity Fees may change from time to time so Members and prospective members should always consult BIA to confirm the most up-to-date information.

For a complete text of BIA Bay Area by-laws relating to Building Activity Fees, please contact Zach Otting at the BIA Bay Area office at 925-951-6845 or go online at www.biabayarea.org.

**NOTICE TO TITLE COMPANY-
ESCROW INSTRUCTIONS**

TO: _____

ATTN: _____

We hereby instruct you to pay to the order of the Building Industry Association of the Bay Area ("BIA" or "BIA Bay Area") a sum equal to .1% (.001) of the sales price on each property closing identified below, which is not designated as "BMR", to a maximum of \$600 per unit.

NAME OF PROJECT

SUBDIVISION NAME AND/OR UNIT #

_____	_____
_____	_____
_____	_____

This instruction originates from of the following companies/partnerships:

Authorized by:

Builder Member Company Name*

Signature

Address

Print or type name

City/ZIP

Date

Phone

Send remittance to:
Building Industry Association of the Bay Area
1350 Treat Blvd., Suite 140
Walnut Creek, CA 94597

****BUILDER: Please send a copy of this form to BIA Bay Area at the address above or fax to 925-951-6847 Attn: BIA Bay Area Accounting dept.***