



CERTIFICATION POLICIES

1. The Certified Builder designation is a personal designation, earned by an individual through years of work and hours of study. It does not apply to a company, and may not be used in a manner that indicates a company is certified. Printed materials should indicate clearly the company employs, or is owned by, a certified builder, not that the company itself is certified. Any time the designations “CTB”, “CTCB” or “CFB”, the words “Certified Track Builder” or “Certified Tennis Court Builder”, or “Certified Field Builder” or the certified logos are used, they should be associated with the name of the certified individual, except companies may state they have a “Certified Tennis Court Builder”, “Certified Track Builder” or “Certified Field Builder” on staff. Use of the certification logo shall at all times be in accordance with the rules and policies of the Association in effect from time to time.
2. A company shall be deemed to have a “Certified Tennis Court Builder”, “Certified Track Builder” or “Certified Field Builder” on staff, and may hold itself out as such, if a majority of the voting interests in the company are currently owned by a certified builder(s) holding the advertised designation, or if the company has a bona fide employer-employee relationship with a certified builder holding the advertised designation involving service of at least 30 hours per week. Relationships expected to be of a short-term nature and independent contractor relationships do not satisfy this requirement, nor may a single individual be treated as having the required relationship with more than one company simultaneously.
Note: there is no minimum employment requirement to maintain certified builder status – this paragraph relates solely to the requirement which a company must satisfy to be eligible to hold itself out as having a certified builder on staff.
3. To protect the integrity of the Certified Builder designations, a Certified Builder may not assist or facilitate any party in making a misleading representation that it has a Certified Builder on Staff, or in attempting to circumvent any bid or contract requirement that a Certified Builder provide services on a project.
4. The Certified Builder will abide by the Certified Builder Standards of Conduct as approved by the Board of Directors of ASBA from time to time.

As a Certified Builder, I pledge to abide by the certification policies of the American Sports Builders Association as set forth above and as they may be amended in the future.

Certified Builder Name

Certified Builder Signature

Date