



4201 Euclid Avenue  
Rolling Meadows, Illinois 60008-2025  
847-485-3000 Voice 847-485-3001 Fax  
www.msci.org

## 2019 ASSOCIATE TRADING ORGANIZATION MEMBERSHIP APPLICATION

(Please Type or Print Clearly)

The applicant is a  Metal Trading Organization

The company stated below hereby applies for Associate Trading Organization Membership in the Metals Service Center Institute and agrees to abide by its Constitution, By-Laws and membership guidelines. In support of its application, the Company represents that it is engaged in the trading of industrial metal products checked on this form for sale to and distribution by metals service centers. The company also maintains that the annual value of these trading transactions, in North America and from North America inventory, exceeds \$50,000,000.

This application can only be approved by the Board of the MSCI or the Executive Committee at their full discretion and assumes that all representations made herein are truthful and accurate. No person affiliated with the MSCI can approve membership and only after the Board communicates its decision will the applicant be deemed a member in good standing and then only upon the receipt of the dues appropriate for the year in which application are made are received by MSCI. If applicant is admitted to membership, MSCI reserves the right to rescind membership if applicant fails to comply with then existing by-laws and any other internal regulations of MSCI.

Date: \_\_\_\_\_ **IMPORTANT** – Referred by: \_\_\_\_\_

Corporate Name: \_\_\_\_\_

Name of marketing identity, if different from above: \_\_\_\_\_

Street Address: \_\_\_\_\_ County: \_\_\_\_\_

City, State/Province, Zip/Postal Code: \_\_\_\_\_

PO Box, City, State/Province, Zip/Postal Code: \_\_\_\_\_

Country: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Toll Free Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_ Website: \_\_\_\_\_

General Email (listed on website and membership directories): \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name\*\*: \_\_\_\_\_ Title: \_\_\_\_\_

Email: \_\_\_\_\_

\*\*This person will be the Key Contact. The Key Contact receives information about membership, including the dues invoice.

### ORGANIZATIONAL STRUCTURE

The applicant is a  Public Corporation  Privately Held Corporation  Limited Partnership  Other

Year Established: \_\_\_\_\_ No. of Employees: \_\_\_\_\_

Major Customers among MSCI Members (required, kept confidential)

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**SUBMIT ALL PAGES OF THIS APPLICATION TO APPLY FOR MEMBERSHIP.**

# HEADQUARTERS KEY PERSONNEL

TITLE AND E-MAIL ADDRESSES REQUIRED

## ADMINISTRATION (President, CEO, etc.)

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email Address: \_\_\_\_\_

## ADMINISTRATIVE ASSISTANT

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email Address: \_\_\_\_\_

## FINANCE

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email Address: \_\_\_\_\_

## HUMAN RESOURCES

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email Address: \_\_\_\_\_

## MARKETING

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email Address: \_\_\_\_\_

## OPERATIONS

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email Address: \_\_\_\_\_

## PURCHASING

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email Address: \_\_\_\_\_

## QUALITY

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email Address: \_\_\_\_\_

## TRAINING

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email Address: \_\_\_\_\_

## INSIDE SALES

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email Address: \_\_\_\_\_

## OUTSIDE SALES

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email Address: \_\_\_\_\_

## SAFETY

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email Address: \_\_\_\_\_

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## ADDITIONAL LOCATIONS

Local dues or assessments are levied by individual chapters separately from national dues. **Photocopy form for more locations.**

### LOCATION 1

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Location Contact: \_\_\_\_\_ Title: \_\_\_\_\_

Contact Email: \_\_\_\_\_

Primary Line of Business (refer to page 4): \_\_\_\_\_ No. of Employees: \_\_\_\_\_

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Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Location Contact: \_\_\_\_\_ Title: \_\_\_\_\_

Contact Email: \_\_\_\_\_

Primary Line of Business (refer to page 4): \_\_\_\_\_ No. of Employees: \_\_\_\_\_

### LOCATION 3

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Location Contact: \_\_\_\_\_ Title: \_\_\_\_\_

Contact Email: \_\_\_\_\_

Primary Line of Business (refer to page 4): \_\_\_\_\_ No. of Employees: \_\_\_\_\_

### LOCATION 4

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Location Contact: \_\_\_\_\_ Title: \_\_\_\_\_

Contact Email: \_\_\_\_\_

Primary Line of Business (refer to page 4): \_\_\_\_\_ No. of Employees: \_\_\_\_\_

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# PRODUCT LINE EMPHASIS & PRIMARY AND SECONDARY LINE OF BUSINESS

**PRODUCT LINE EMPHASIS:** Please write in the percentage of your total sales dollars generated by each of the following product classifications. Must equal 100%.

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- \_\_\_\_\_ % Fabricating – Processes that bend or weld metal
- \_\_\_\_\_ % Aluminum – All aluminum products
- \_\_\_\_\_ % Copper & Brass – All copper and brass products
- \_\_\_\_\_ % Flat Rolled – HR and CR coil, sheets, galvanized, expanded metal
- \_\_\_\_\_ % Bar – HR and CF carbon or alloy bars, tool steel, drill rod, ground flats
- \_\_\_\_\_ % Tubing – Welded, seamless, carbon or alloy pipe and tubing
- \_\_\_\_\_ % Stainless – All stainless products
- \_\_\_\_\_ % Plates & Shapes – Structural, plates
- \_\_\_\_\_ % Other – Specify

**PRIMARY LINE OF BUSINESS**  
(Choose Only One)

- Aluminum – All Products
- Aluminum Bar
- Aluminum Extrusions
- Aluminum Flat Rolled
- Aluminum Plates & Shapes
- Aluminum Tube & Pipe
- Carbon – All Products
- Carbon Bar
- Carbon Flat Rolled
- Carbon Nickel Alloy
- Carbon Plates & Shapes
- Carbon Tool Steel
- Carbon Tube & Pipe
- Copper/Brass – All Products
- Copper/Brass Bar
- Copper/Brass Flat Rolled
- Copper/Brass Plates & Shapes
- Copper/Brass Tube & Pipe
- General Line
- Stainless – All Products
- Stainless Bar
- Stainless Flat Rolled
- Stainless Nickel Alloy
- Stainless Plates & Shapes
- Stainless Tool Steel
- Stainless Tube & Pipe

**SECONDARY LINE OF BUSINESS - OPTIONAL**  
(Choose Only One)

- Aluminum – All Products
- Aluminum Bar
- Aluminum Extrusions
- Aluminum Flat Rolled
- Aluminum Plates & Shapes
- Aluminum Tube & Pipe
- Carbon – All Products
- Carbon Bar
- Carbon Flat Rolled
- Carbon Nickel Alloy
- Carbon Plates & Shapes
- Carbon Tool Steel
- Carbon Tube & Pipe
- Copper/Brass – All Products
- Copper/Brass Bar
- Copper/Brass Flat Rolled
- Copper/Brass Plates & Shapes
- Copper/Brass Tube & Pipe
- General Line
- Stainless – All Products
- Stainless Bar
- Stainless Flat Rolled
- Stainless Nickel Alloy
- Stainless Plates & Shapes
- Stainless Tool Steel
- Stainless Tube & Pipe

## PRODUCTS SOLD

**PRODUCTS SOLD:** Please check off all products you market. Products are listed in the PDF member directories and are also available to the public, your potential customers, through MSCI's searchable online directory.

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### ALLOY

- Cold Finished Bar
- Cold Rolled Sheet, Strip & Coil
- Electrical Sheets & Strips
- Expanded Metal
- Extruded
- Hot Rolled Sheet, Strip & Coil
- Hot Rolled Bar & Light Shapes
- Oil Country Goods, incl. Alloy Pipe
- Pipe
- Plate
- Spring Steel
- Structural
- Tool Steel, incl. Drill Rod
- Tubing, Mechanical or Pressure
- Wire Drawn
- Wire Rod

### CARBON

- All other coated sheets & strip, incl. organic & metallic coating
- Aluminized Sheet & Coil
- Cold Finished Bars
- Cold Rolled Flat Wire
- Cold Rolled Sheets, Strip & Coil
- Electrical Sheets & Strip
- Enameling Steel
- Expanded Steel
- Extruded
- Hot Dip & Electrolytic Galv/Sht/Strip incl. Corrugated Mansard Coil
- Grating
- Hollow Structural – Pipe/Tubing
- Hot Rolled, Forged Plain, Galv Bar
- Hot Rolled Sheets, Strip & Coil
- Mechanical Tubing
- Patterned Steel, incl. Embossed
- Perforated Steel
- Pilings-H, Pipe or Sheet
- Plates-U.M. & Sheared, Floor Plates & Sheets
- Pressure Tubing
- Reinforcing Bar (non-fabricated)
- Roll Form Products
- Roofing Terne
- Spring Steel
- Semi-Finished, Billets, Skelp
- Structural/Welded Section, Beams, Channels, Angles, etc.
- Tin Plate & Tin Mill Black Plate
- Tool Steel, incl. Drill Rod
- Wire Drawn
- Wire Rods

### ALUMINUM

- Extrusions
- Plate – Heat Treat
- Plate – Non Heat Treat
- Rod/Bar/Wire
- Shapes
- Sheet – Heat Treat
- Sheet – Non Heat Treat
- Sheets – Corrugated & Other Roofing & Siding
- Structural
- Tubing

### COPPER & BRASS

- Copper Sheet
- Copper Plate
- Copper Rod
- Copper Pipe
- 200 Ser. Brass Sheet
- Other Alloy Sheet
- 200 Serv. Brass Plate
- All Other Alloy Plate
- 300 Series Rod & Bar
- Alloy Pipe

### STAINLESS

- Cold Finished Bar
- Cold Finished Sheet, Strip & Coil
- Expanded Metal
- Extruded
- Fittings & Flanges
- Flat Bar Cut from Plate
- Hot Rolled Bar & Light Shapes
- Hot Rolled Sheets, Strip & Coil
- Pipe & Tubing
- Plate
- Stainless & Alloy Pipe
- Structural
- Wire Drawn
- Wire Rods

**HOW ASSOCIATE MEMBERSHIP IS DEFINED IN THE INSTITUTE’S BY-LAWS**

ARTICLE I Section 1.2. Qualifications for Membership.

*(b) **Associate Trading Organization Members.** Any corporation, partnership, sole proprietorship or individual organized in the United States, Canada or Mexico, with annual sales to North American service center members (Active members), from owned or consigned inventory in North America of at least \$50,000,000 per year, who sales force represents a non-North American corporation with a non-North American production facility or facilities engaged in the production of one or more of the metal products upon which Active Member dues are based.*

**HOW ASSOCIATE TRADING ORGANIZATION MEMBERSHIP DUES ARE ESTABLISHED**

Article VIII, Section 8.2, of the Institute’s By-Laws provides:

Each Associate Member and Affiliate Member shall pay such dues as shall be determined by the Directors to be fair and equitable for such member, considering all the circumstances.

Annual dues for Associate Members are established by the Board of Directors of the Institute. Associate members admitted to membership during the course of a fiscal year pay dues prorated to December 31.

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Applicant certifies that the foregoing information is correct to the best of its knowledge and information.

Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Applicant Company Name \_\_\_\_\_

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Approved by the MSCI Executive Committee or Board of Directors on \_\_\_\_\_  
*Date*

Signed \_\_\_\_\_  
*Secretary*

Proxy Vote (Please check this box if the applicant is being approved by proxy)

**2019 DUES SCHEDULE**

\$50 Million to \$100 million	\$9,920
\$100 Million to \$250 million	\$13,490
\$250 Million to \$500 million	\$23,780
\$500 Million to \$750 million	\$27,340
\$750 Million to \$1 Billion	\$30,900
Over \$1 Billion	\$34,480

**Dues Schedule.** Schedules for Active, Associate, Affiliate and International members are reviewed yearly by the Budget and Executive Committees prior to recommendation to the Board of Directors during the November meeting.

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## MSCI MEMBERSHIP GUIDELINES

As an ongoing and annual condition of membership in MSCI, all members (irrespective of their category) are expected to fulfill and comply with all policy statements and guidelines (“Guidelines”). While the entirety of those Guidelines can be found and reviewed on the MSCI website ([www.msci.org](http://www.msci.org)), examples of those Guidelines include, but are not limited to:

- If a member receives or subscribes to certain MSCI data reports whose access is restricted within their member companies (and may not be distributed or disseminated to third parties), then the member may forfeit the right to continue to receive said reports (or membership may be revoked) if such improper disclosures are made;
- MSCI has a strong commitment to antitrust compliance (an example of one of the Institute’s policy statements is attached hereto) and all members are expected to comply with said anti-trust policies at MSCI sponsored events and conferences. Failure to do so may result in revocation of membership in the Institute;
- All members in leadership positions within the Institute (e.g., the Board of Directors, Chapter Officers & Directors, Council members, etc.) are expected to comply with a Code of Conduct in connection with their duties. If representatives of members or their guests do not comply with that Code of Conduct with respect to their interactions with other members or MSCI staff, then MSCI reserves the right upon proper notification to suspend membership privileges upon violations of this Code of Conduct;
- All members are expected to insure that representatives of their companies adhere to MSCI policies on the proper use of MSCI intellectual property, including MSCI trademarks and logos;
- Conference registrations include certain requirements (e.g., no recording or videotaping; proper display of registration badges at all times for members and guests) for both member representatives and their guests (e.g., spouses). In addition, many of our hotel conference host properties and hotels post their own set of guidelines. Refusal to abide by these regulations may result in suspension of conference or membership privileges.

Prior to submitting your annual dues for membership, MSCI encourages members and prospective members to review these various policies, some of which are outlined above. If a member or potential member applicant company has any questions about these policies or Guidelines, some of which are outlined above, please feel free to contact an MSCI staff member.

Thank you for your continued interest and participation in the Metals Service Center Institute, the premier metals trade association in North America. With your continued involvement and support, MSCI can continue to expand its prominence in the coming year.