



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

## 2025 ACTIVE MEMBERSHIP APPLICATION

(Please Type or Print Clearly)

The applicant is a  Metal Service Center

The company below, being engaged in the business of warehousing, selling and distributing rolled, drawn, extruded, forged, converted, cast or cold-finished metals (including carbon, alloy, stainless, aluminum and tool steel) products which or who regularly maintains and uses a wholly owned or leased physical service center facility for the storage of owned metal products pending distribution, with the necessary facilities for the handling and processing or fabrication thereof, is hereby proposed for Active Membership in the Metals Service Center Institute and agrees to abide by its Constitution, By-Laws and membership guidelines when approved for membership. A potential applicant for membership has a willingness to participate and contribute to the efforts, surveys and knowledge of the Metals Service Center Institute. A potential applicant for membership must have a minimum of \$2,000,000 in annual sales, or a minimum inventory of \$500,000 in industrial metal products and must have been in business for at least two (2) years. The company's inventory must be stocked for resale and the value declared must exclude consigned material. It is not required that the applicant own the physical facility or property on which the service center is located. In addition, a potential applicant for membership must use a wholly owned or leased physical service center facility for the storage of owned metal products pending distribution, with access to the necessary facilities for handling and processing or fabrication. All information in this form is for MSCI internal use only.

This application can only be approved by the Board of the MSCI 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 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: \_\_\_\_\_

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

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

Key Contact Print Name<sup>\*\*</sup>: \_\_\_\_\_ Title: \_\_\_\_\_

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

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

Billing Contact Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

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

*\*\*This person will be the Key Contact. The Key Contact receives information about membership, including the dues invoice. Please name a second person as the Billing Contact.*

### ORGANIZATIONAL STRUCTURE

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

Year Established: \_\_\_\_\_ Inventory Level (kept confidential): \$ \_\_\_\_\_ No. of Employees: \_\_\_\_\_

Sales Range in net steel, copper/brass and/or aluminum sales (kept confidential):

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Up to \$50 million     | <input type="checkbox"/> \$50 to \$100 million | <input type="checkbox"/> \$100 to \$200 million |
| <input type="checkbox"/> \$200 to \$500 million | <input type="checkbox"/> \$500 to \$1 billion  | <input type="checkbox"/> \$1 to \$5 billion     |
|   |  | <input type="checkbox"/> over \$5 billion       |

Approximate percentage of total sales derived from the steel and/or aluminum service center business \_\_\_\_\_ %.

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

**HEADQUARTERS KEY PERSONNEL**  
TITLES AND E-MAIL ADDRESSES ARE 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

List those branch plants that stock industrial steel and/or aluminum products. 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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### LOCATION 2

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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### 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: \_\_\_\_\_

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### 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  
\_\_\_\_\_ % 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, oil country tubular goods and tubing  
\_\_\_\_\_ % Stainless – All stainless products  
\_\_\_\_\_ % Plates & Shapes – Structural, plates  
\_\_\_\_\_ % Other – Specify \_\_\_\_\_
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## 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
- Oil Country Tubular Goods
- 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
- Oil Country Tubular Goods
- General Line
- Stainless – All Products
- Stainless Bar
- Stainless Flat Rolled
- Stainless Nickel Alloy
- Stainless Plates & Shapes
- Stainless Tool Steel
- Stainless Tube & Pipe

## PRODUCTS OR SERVICES SOLD

**PRODUCTS OR SERVICES SOLD:** The annual dues of each active member are based upon gross dollar sales from service center stocks of a specified list of carbon, alloy, stainless and aluminum products, excluding direct shipments from mills to customers. The current list of these products is shown below. Please check off all products you market. Products and services 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

### 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
- Oil Country Tubular Goods
- Patterned Steel, incl. Embossed
- Perforated Steel
- Pilings-H, Pipe or Sheet
- Plates-U.M. & Sheared, Floor Plates & Sheets
- Pressure Tubing
- 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

### 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

### 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

### SERVICES

- Annealing
- Beam Splitting
- Bending/Forming
- Beveling
- Buffering
- Burning
- Cambering
- Coating
- Cut-to-Length: Leveler or Blanking Line
- Drilling
- Edging
- Edge-Conditioning
- Electro galvanizing
- Embossing
- Fabricating
- Flame Cutting
- Grinding
- Heat Treating
- Ironworking
- Laser Cutter
- Lathe-Turret or Other
- Milling
- Painting
- Pickling
- Plasma Cutting
- Plate Burning
- Plate Sawing
- Polishing
- Press Brake
- Roll Form
- Sand Blasting
- Sawing
- Shearing
- Slitting
- Turning
- Welding

**ACTIVE MEMBERSHIP AS DEFINED IN MSCI'S BY-LAWS**

ARTICLE I Section 1.2. Qualifications for Membership.

(a) Active Members. All persons who signed the certificate of incorporation of the Institute shall be Active Members, and any corporation, partnership or sole proprietorship in the United States, Canada or Mexico engaged in the metals service center industry and who possess the proper qualifications as adopted by the Board of Directors from time to time shall be eligible for Active Membership.

Each Active Member shall appoint one of its officers, directors, partners or employees as the Key Contact representative of such member and such representative shall vote and act for such member in all the affairs of the Institute. Any such representative may be changed at any time by a written notice delivered to the Secretary of the Institute.

**HOW ACTIVE MEMBERSHIP DUES ARE ESTABLISHED**

Article VIII, Section 8.1, of the Institute's By-Laws provides:

*"Each Active Member shall pay annual dues based upon the gross sales of such member and any controlled subsidiary from service center stocks of those carbon, alloy, aluminum, stainless steel or other metals which are, from time to time, designated by resolution passed by a majority of all of the Directors, excluding, however, sales of fabricated reinforcing bars, and manufactured wire products. "Gross sales" for purposes of this Section 8.1 shall be deemed to include processing charges on customer-owned material, as well as the value of work-order shipments and sales of extrusions, expanded, perforated, patterned, and embossed products and grating and formed products. The annual dues shall be based upon such gross sales during the most recently complete four quarters preceding the date on which such dues shall become due and payable. Dues shall be billed at rates established by the Directors at the Fall meeting in November of each year. Members shall report each year on the gross sales of their metals products subject to dues. A letter from the member's auditor may be substituted for a letter from the member."*

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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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**MEMBERSHIP ACTIONS:**

Approved by the \_\_\_\_\_ Chapter on \_\_\_\_\_  
Date

Chapter Officer \_\_\_\_\_  
Signature

**Chapter President: Please fax this form within 7 business days to (847) 485-3001.**

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

Secretary \_\_\_\_\_  
Signature

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

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



## 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.
- All benefits of MSCI membership cease upon resignation and/or non-payment of dues.

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.



## 2025 DUES SCHEDULE

### Active Members

#### Active Members

Up to \$50 Million in net sales	\$5,000
\$50 to \$100 Million	\$10,000
\$100M - \$200M	\$20,000
\$200M - \$500M	\$30,000
\$500M to \$1B	\$60,000
\$1 Billion to \$5B	\$100,000
over \$5B	\$250,000

**Guidelines for Active Membership.** A potential applicant for membership must have a minimum of \$2,000,000 in annual sales, or a minimum inventory of \$500,000 in industrial metal products and must have been in business for at least two (2) years. This guideline does not apply to service center operations that have been in the metals service center business for over two years, where there has been no interruption in the operations even though there may be new ownership. The company's inventory must be stocked for resale and the value declared must exclude consigned material. It is not required that the applicant own the physical facility or property on which the service center is located. In addition, a potential applicant for membership must use a wholly owned or leased physical service center facility for the storage of owned metal products pending distribution, with access to the necessary facilities for handling and processing or fabrication.

**Dues Schedule.** Schedules for Active, Associate, Affiliate and International members are reviewed annually by the Finance Committee prior to recommendation to the Board of Directors during their November meeting.