



Direct Member Application

APPLICATION FEE: \$500.00* + 13% HST = \$565.00
 CAREC AUDIT FEE: \$405 + 13% HST + travel expenses
 *Membership Fee \$250 + Non Refundable Application Fee \$250
 Renewal dues are \$500.

Any private sector sole proprietorship, partnership or corporation recognized by their local and provincial government as being a legitimate business primarily engaged in the business of dismantling motor vehicles for their parts re-use and recycling in the Province of Ontario.

Company: _____

Address: _____

City: _____ Municipality: _____ Postal Code: _____

____ Please check here if you control another facility that processes vehicles, as ALL facilities need to be audited to the CAREC Standard.

Tel: _____ Email: _____ Inventory System: _____

of Employees: _____ Years in Business: _____ # of vehicles bought/yr _____

EASR # as an ELV Waste Disposal Site: _____

Officers, Directors and/or Partners (list full names and positions):

My membership application has been sponsored by the following OARA Direct Member:

Provide photocopies of the following:

____ Class C Garage License from MTO ____ Motor Vehicle Dealers D License from OMVIC

(Applicant must be compliant with the Highway Traffic Act and Motor Vehicle Dealers Act by holding either or both of the above licenses.)

____ Municipal License

(This license must clearly show that your business is licensed in the municipality you operate in as an auto wrecking, auto salvage, auto recycling or equivalent designation. If your municipality does not require a license, you need to submit a letter from your municipality, on their letterhead, indicating that a license is not required but the business, identified as an auto salvage, auto wrecking, auto recycling or equivalent designation, is in compliance with local zoning and bylaws.)

____ Federal Business Tax # ____ WSIB # ____ Proof of Liability Insurance ____ Waste Generator HWIN #

____ Resource Productivity and Recovery Authority Registration # (for scrap tires)

____ Waybills/Invoices showing disposal of: used oil, antifreeze, washer fluid, batteries, fuel, mercury switches

Provide colour photographs showing the following:

____ Front of property ____ Sales counter ____ Parts storage and racking ____ Scrap vehicle storage

____ Delivery vehicles ____ Vehicle dismantling ____ Scrap tire storage ____ Scrap battery storage

____ Waste storage (ie used oil, antifreeze, etc) ____ CFC/hCFC recovery machines

Once the above information is submitted and reviewed by the Membership Committee, the applicant must undertake a facility tour and audit to the Canadian Auto Recycler's Environmental Code (CAREC). The results of the audit will be used to provide a final approval of the application. More information and audit resources can be reviewed and downloaded at www.carec.ca.

Provide the following completed documents:

___ Credit Application

___ Memorandum of Understanding

___ Criminal Background Check (Applicant is exempt from providing a Background Check if proof of valid D License is supplied.)

You may obtain the Criminal Background Check from your local police service. The Criminal Background Check should be submitted in a sealed envelope clearly marked with your name and that it contains a Criminal Background Check. It is NOT opened or seen by any Member or employee of OARA, it is only viewed by OARA's solicitor. The Criminal Background Check should be dated within one month of the date of your Application.

Read and Initial the following Code of Ethics and Standard Agreements:**OARA Code of Ethics**

As a condition of membership in the Ontario Automotive Recyclers Association (OARA), I agree:

- To respect the reputation, profile and status of OARA, and represent the association accordingly;
- To operate according to the ordinances, statutes and laws of the various jurisdictions;
- To promote the conservation of energy and the total utilization of our natural and manufactured resources;
- To minimize the reduction of usable automotive parts to scrap, as long as we believe there remains a reasonable potential of saving the energy it represents, by negating the need to manufacture a similar replacement part;
- To maintain a clean and non-polluting environment in and around our place(s) of business;
- To participate in the functions, activities, and programs of the Association, and where possible lend my/our business and professional expertise.

1. I have read and will abide by the OARA Code of Ethics. _____
2. I will participate in the Switch Out mercury recovery program. _____ www.switchout.ca.
3. I understand that participation in all vehicle donation/retirement programs operated by OARA are only available to new Direct Members of OARA in good standing upon successful completion of their CAREC Audit. _____
4. I understand that I will need to successfully pass (75% score) an audit to the Canadian Auto Recyclers' Environmental Code before becoming a Direct Member and that I will require a successful audit every two (2) years if I score less than 85% or every three (3) years if I score 85% or over. _____
5. I understand that terms and conditions on all payments to the Association are: Net 15 Days. _____
6. I am aware that a complete application consists of a: two (2) page application form; cheque for \$500+hst; various supporting copies and photographs; a completed Credit Application; successful CAREC Audit result; a completed Background Check, and Memorandum of Understanding. _____
7. I hereby give consent to receive commercial electronic messages from OARA once accepted as a Direct Member of OARA. _____
8. I hereby consent to the release of the above information and specifically authorize OARA to receive the above information for purposes of evaluation of this membership application. _____

Applications missing information or missing payment will not be considered until all information is submitted.

Name: _____

Signature: _____ Date: _____

**Make cheque payable in full to OARA. Submit ALL supporting documents to OARA: admin@oara.com
134 Langarth Street East, London ON N6C 1Z5**