



WMA DISTRIBUTOR MEMBER  
2025 DISTRIBUTOR DUES RECERTIFICATION FORM

Response required before September 30, 2024.  
ALL REPORTED INFORMATION IS CONFIDENTIAL TO WMA

Dear WMA Distributor Member:

In accordance with WMA Bylaws, Article III Membership, annual recertification of your company is required for WMA Distributor membership. Please complete the **2025 Distributor Annual Dues Recertification Form**. Complete all sections, sign, and **return 2025 Dues Recertification Form to WMA no later than September 30, 2024**. **Return by fax (727) 372-2879 or email: ASmith@WorldMillworkAlliance.com.**

**OPERATION DISTRIBUTION:** Our distribution operation is functioning as: (*check all that apply*)

- One-Step Distributor:** % one-step distribution (a pre-hanger of interior and/or exterior doors with delivery capability, or a distributor of millwork related building products, and which holds inventory, provides credit wholesale to the builder, remodeler or consumer.)
- Two-Step Distributor:** % two-step distribution (a pre-hanger of interior and/or exterior doors with delivery capability, or a distributor of millwork related building products, and which holds inventory, provides credit, and sells wholesale to the dealer (lumberyards and specialty dealers.)
- Millwork and Building Material Supplier:** (a value added millwork shop, with shop capabilities, that may sell wholesale to the builder, remodeler or consumer or through retail operations or affiliates)

**PRIMARY PRODUCTS DISTRIBUTED:** Please select the products your company distributes in volume order.

- |    |                      |
|----|----------------------|
| 1. | Primary Product(s)   |
| 2. | Secondary Product(s) |
| 3. | Tertiary Product(s)  |

*Example of product categories include:  
Doors and door components, windows,  
moulding, lumber, siding, flooring,  
hardware, cabinets, stair parts, paint, etc.*

**ANNUAL SALES VOLUME:** To establish the correct annual sales volume category (*confidential to WMA*), please list your company's total sales for the most recent fiscal year completed. *This total must include all branch locations.*

**TOTAL ANNUAL SALES IS \_\_\_\_\_ FOR OUR CORPORATE (HOME) OFFICE, INCLUDING ALL MILLWORK BRANCH LOCATIONS.**

**LISTING COMPANY BRANCH LOCATIONS:** In accordance with the WMA Bylaws Membership Criteria, **all millwork branch locations must be listed** and be a part of the WMA Membership. *Verify the branch location(s) information WMA has on file for your company as provided. To access your company branch locations and product information on the [WMA website](#), [login into the Membership Portal](#), to view your COMPANY PROFILE.* Information is provided to access your Company Profile or contact WMA for assistance.

Distributor members are required to update the Association when acquiring or opening a new millwork location or any branch changes during the year. Additional millwork locations, address or contact changes, and branch closures can be documented on the **Branch Location Change Form**. Only a "closed" branch may be removed from your Company Profile.

**AUTHORIZATION:** The information provided is by an authorized representative of the company and acknowledges the information provided is accurate and correct to his/her knowledge.

Signature \_\_\_\_\_ Print Name: \_\_\_\_\_

Company: \_\_\_\_\_ Title: \_\_\_\_\_

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

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

Contact Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ Email: \_\_\_\_\_

# WORLD MILLWORK ALLIANCE

## BRANCH LOCATION CHANGE FORM

**All millwork branch locations must be listed** and are a part of the WMA Membership. Confirm branch locations which WMA has listed in your Company Profile. Changes including: new millwork branch locations; a current branch that is not listed as part of the membership; a branch closure; and address or personnel changes. Submit the *Branch Location Change Form* to WMA **before September 30, 2024** by email: [ASmith@WorldMillworkAlliance.com](mailto:ASmith@WorldMillworkAlliance.com) or fax: 727-372-2879

Company Name:

Contact:

Email:

Phone: (       )

<input type="checkbox"/> New Branch	<input type="checkbox"/> Closed Branch	<input type="checkbox"/> Address Change	<input type="checkbox"/> Contact Person Changed
Branch Location Name:			
Address	City	State	Zip
Contact Person	Title	Phone(       )	
Contact Email			
<input type="checkbox"/> New Branch	<input type="checkbox"/> Closed Branch	<input type="checkbox"/> Address Change	<input type="checkbox"/> Contact Person Change
Branch Location Name:			
Address	City	State	Zip
Contact Person	Title	Phone(       )	
Contact Email			
<input type="checkbox"/> New Branch	<input type="checkbox"/> Closed Branch	<input type="checkbox"/> Address Change	<input type="checkbox"/> Contact Person Change
Branch Location Name:			
Address	City	State	Zip
Contact Person	Title	Phone(       )	
Contact Email			
<input type="checkbox"/> New Branch	<input type="checkbox"/> Closed Branch	<input type="checkbox"/> Address Change	<input type="checkbox"/> Contact Person Change
Branch Location Name:			
Address	City	State	Zip
Contact Person	Title	Phone(       )	
Contact Email			

*Use an additional sheet if needed to provide all millwork branch locations.*

**Questions: 727-372-3665**